

Title: <b>Code of Conduct</b> Chapter: <b>Miscellaneous</b> Approved By: <b>Library Board of Trustees</b>	Document Type: <b>Policy</b> Document Number: <b>14.01</b> Original Effective Date: Date of Last Revision: <b>10/16/2024</b>
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## Code of Conduct

### Introduction

This code of conduct will help you understand which behaviors are acceptable at the Library and which are unacceptable.

### The Library's Values

We welcome and serve everyone who comes to the Library, and hold ourselves to the highest standards as we provide resources and experiences that encourage curiosity, discovery, and lifelong learning.

### Acceptable Behaviors at the Library:

- Asking questions: our staff are here to help you
- Showing respect to others: be kind to those around you and give people their space
- Keeping noise levels low: use your inside voice when talking and headphones while using cell phones, computers, and other devices
- Taking care of the Library and everything in it: handle books and other materials carefully, return borrowed materials on time, eat only in the Library Café, and always clean up after yourself
- Requesting ADA accommodations
- Bringing ADA-defined service animals into the library
- Following library rules: The Library has policies that explain what is and is not allowed at the library. The policies also explain your rights at the library. You can read our policies online at <https://www.meadpl.org/policies>, or you can request specific policies in print at any service desk

### Unacceptable Behaviors at the Library:

- Breaking the law
- Bringing weapons into the Library
- Bringing drugs or alcohol into the Library
- Being drunk or under the influence of illegal drugs
- Smoking or vaping in the Library or within 25 ft. of the Library's doors
- Being rude or abusive to people in the Library
- Stealing or damaging property that does not belong to you
- Asking people you don't know for money
- Coming to the Library when you are sick and contagious
- Leaving children under the age of 10 unattended
- Leaving your personal belongings unattended
- Creating a mess or tripping hazard with your personal belongings
- Bringing pets or non-service animals into the library
- Not following Library rules <https://www.meadpl.org/policies>

We want you to feel safe and welcome at the Library, and we depend on you to follow Library rules so others can feel safe and welcome too. People who do not follow the Library's rules may be asked to

leave. People banned from the Library for more than 10 days can appeal that decision by calling the library at 920-459-3400 or contacting us online at <https://www.meadpl.org/contact>.