

## Public space policy

### *Unattended Children*

The Library is intended to be a place where children are welcomed. They are encouraged to read, to explore various electronic formats, to attend programs and to make full use of the library resources. For the safety of minor children, and the enjoyment of all patrons using the library, the library has developed and follows a specific policy regarding unattended children.

1. All children, under the age of ten, shall at all times be attended and adequately supervised by a caregiver over the age of fourteen.
2. Parents are responsible for the behavior of all minor children at all times, even if they are not in the library with the child. Library staff do not serve in loco parentis. If a child's behavior is not appropriate for the library, and they do not respond to appropriate guidance by library staff, the parent will be contacted to remove the child from the library. If the parent cannot be reached, and the child's behavior is deemed dangerous or unduly disruptive, the police will be called.
3. The person responsible for a child between ten and fourteen must leave a telephone number with the child, where they may be contacted or the name and telephone number of another responsible person who can transport the child home if necessary.
4. If a child is left at the library without a way home at closing time, library staff will call the child's home. The police will then be called to bring the child to the station to await pick up.
5. Parents are reminded that under the appropriate circumstances, the following State Laws may apply:  
RSA 169-B:41-43 Intentional Contribution to Delinquency (of a minor);  
RSA 169-B:45 Parental Responsibility for Vandalism by minors;  
RSA 169-C:3 (I) and 3(XIX) Neglect of Children through Abandonment.
6. As used in this policy, the term "parent" may include legal guardians, or other persons having custody or control of a minor.

### *Bulletin Board and Exhibit Space*

Belmont Public Library bulletin boards and exhibit spaces are intended primarily for promotion of library services and activities. However, consistent with the library's role as a community information resource, these areas are available to organizations and individuals engaged in education, cultural, informational, intellectual, and charitable activities on a space available basis. The library will not accept for posting, display, or exhibit, commercial materials or advertising by profit-making agencies, groups, or individuals, campaign posters for candidates or issues, or items of a personal nature. In accepting items for posting, display, or exhibit, the library does not endorse the content of the material or the organization submitting the material.

Adopted June 14, 2011.

### *Patron Code of Conduct*

In keeping with its mission to enrich, educate, connect, create, and inspire, the Belmont Public Library is committed to providing excellent customer service in a safe and inviting atmosphere conducive to the use of the library spaces and resources. Staff and library patrons share responsibilities to ensure this atmosphere is maintained at all times. The following guidelines are set forth to define those behaviors and activities that are and are not allowed on library property. Library staff will enforce these guidelines in a consistent and impartial manner.

**The following behaviors and activities are examples of conduct not allowed on library property:**

- All illegal activities
- Entering with concealed or openly visible firearms or other dangerous weapons, with the exception of those carried by authorized law enforcement agents
- Damaging, defacing, destroying, or stealing library property
- Carrying, consuming, and/or being under the influence of drugs or alcohol
- Harassing or threatening another person or staff
- Behaving in a disorderly manner
- Panhandling or soliciting
- Sleeping
- Using library restroom facilities for inappropriate purposes such as loitering, bathing, etc.
- Smoking or use of electronic smoking devices in the library building and within 25 ft. of the main entrance outside the building
- Loitering or interfering with free passage
- Using cell phones, audio, or personal equipment in a manner that disturbs others or interferes with library use and service
- Violating computer use policies
- Bringing animals into the library except for persons with disabilities as defined by the ADA Act
- Refusing to provide library card or other identification to library staff when requested
- Leaving children under the age of 10 unattended by a responsible person
- Trespassing on library property during a banning period.

Members of the public shall not enter the building unless fully clothed including, but not limited to, a shirt or other covering of their upper bodies and shoes or other footwear. Persons whose bodily hygiene is so lacking as to constitute a nuisance or health hazard to other members of the public or to the staff create an impediment to the use and/or the provision of Library services and so shall be required to leave the building. The library allows covered drinks in the library. Food is prohibited unless as part of a library program.

Anyone who disregards the above-listed prohibited behaviors or engages in any other conduct deemed inappropriate by Library staff is subject to removal from library property and/or restriction

of library privileges. Police will be called when conduct is illegal, when it poses threat to the library or an individual or when an individual refuses to leave the library when asked to do so. After any serious incident or one in which an individual is asked to leave the library, the staff member(s) on duty will prepare a written account for the Director by the end of the next working day. Persons penalized for violating the library rules may make a written appeal to the Belmont Library Board of Trustees, who have final jurisdiction. Patrons who continue to violate the behavior policy or pose a threat to the comfort and safety of other patrons and staff may have their library privileges suspended for a time period specified by the Board of Trustees on the recommendation of the Director. Patrons who are banned from the library will be notified in writing, whenever possible. Any individual subject to disciplinary action may appeal the decision of the Director to the Library Trustees. The Library Trustees require that all appeals be in writing. The individual may request a non-public meeting (RSA 91- A:3) in person with the Library Trustees.

### *Meeting Space*

Due to limited space, the Belmont Public Library only hosts library-related meetings and programs. Community non-profits and town government may ask to use the space as available.