

## EXHIBIT A

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# BEHAVIOR RULES FOR LIBRARY USERS

## Forest Grove City Library

### Policy Statement

#### Purpose of behavior rules:

To provide a welcoming environment where all are equally and safely entitled to use of the library facility, furnishings, equipment, and materials.  
To encourage responsibility for appropriate library behavior.

#### Behaviors that are encouraged:

Respect for other library users and staff.  
Respect for library facility, furnishings, equipment, and materials.

#### Unacceptable behaviors:

Illegal:	Any behavior that is a violation of Federal or State statute or local ordinance.
Disruptive:	Any behavior or physical obstacle that prevents any person from accomplishing appropriate library business.
Abusive:	Any behavior that causes inequitable use of library resources or services, threatens, harasses, or harms library users or staff, or damages the library facility, furnishings, equipment, or materials.
Unsafe:	Any behavior with the potential to cause physical harm to a library user or others.

#### Staff responsibilities:

These behavior rules have been established for all library users. All library staff has the responsibility and authority to enforce these behavior rules.

The Forest Grove City Library reserves the right to suspend library privileges or exclude any library user who willfully continues to violate these behavior rules.

### Regulations

#### Consequences for illegal behaviors:

Any library user engaging in illegal behavior will be asked to leave the library without any warnings. The behavior could also result in exclusion from the library and/or be reported to the Forest Grove Police Department.

Illegal behavior includes, but is not limited to:

- Committing or threatening assault
- Engaging in disorderly conduct, threatening behavior, harassment, or abusive language or behavior

- Committing or attempting theft
- Damaging or defacing library property
- Possessing or being under the influence of drugs or alcohol
- Bringing a weapon onto library property unless authorized by law
- Engaging in sexual conduct
- Smoking, vaping, or using tobacco products on library property
- Skateboarding, rollerblading, or bicycling on library property

Consequences for unacceptable behaviors:

Any library user engaging in unacceptable behavior will be given one warning to correct the behavior and will be asked to leave the library if they do not comply. Repeated violations will result in exclusion from the library.

Unacceptable behavior includes, but is not limited to:

- Soliciting patrons or staff
- Leaving children under 10 years of age unsupervised on library property
- Allowing students required to attend school to be unsupervised on library property during school hours
- Using profanity
- Making unwelcome contact toward another library user, staff, or volunteer
- Viewing sexually explicit images while using computers on library property
- Making excessive noise including cell phone ringing and conversations, noise from headphones and alarms, and loud conversations with yourself or other library users that disrupts other patrons use of the library
- Entering staff work areas or areas posted for staff use only without permission
- Failing to leave the library at closing time
- Sleeping on library property
- Taking library materials into the restroom if the materials have not been checked out
- Running, climbing or jumping on library property
- Blocking access to the library entrances, facility, equipment, or materials with large items such as bicycles, backpacks, carts, etc. or sitting and laying on the floor
- Using library facility, furnishings, equipment, or materials inappropriately including using restrooms to bath, shave, wash hair, or wash clothing
- Littering or leaving trash on library property
- Bringing animals other than service animals onto library property without authorization including animals tethered outside of the library building
  - Animals providing comfort or emotional support do not qualify as service animals under the Americans with Disabilities Act
- Allowing a service animal to be off leash, to bark, to annoy or attack another animal or a library user
- Having a strong odor or wearing perfume to the extent the odor/perfume impedes a reasonable person's ability to utilize the library facilities.
- Eating food in the library or having drinks in open containers other than during approved library-sponsored events
- Entering the library without wearing shoes, shirt, or pants except for children three years or younger
- Petitioning, canvassing or distributing materials with the exception of adhering to time, place and manner regulations established by the Library staff