



SANTA FE PUBLIC LIBRARY

LIBRARY RULES OF CONDUCT

Approved: 08/11/2015

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The purpose of this policy is to ensure that library patrons and staff have clear guidelines regarding appropriate behavior at the library and to ensure that we have a safe, welcoming library facility.

The following are not permitted at any Santa Fe Public Library location:

- Committing or attempting to commit any activity that would constitute a crime or violation of federal, state, or local law.
- Verbal or physical harassment or threats to staff or patrons, including assault, abusive or obscene language or engaging in physically intimidating behavior.
- Entering staff-only or closed areas or remaining in the facility/area when asked to leave by staff.
- Smoking, including vaping (any substance, including marijuana and nicotine).
- Eating in non-designated spaces (library programs or events at the library that are approved to have food are exempt).
- Solicitation or panhandling.
- Weapons prohibited by law.
- Possessing, selling, distributing, consuming or being under the influence of any intoxicant, legal or illegal.
- Inappropriate attire or lack of attire (shirts, footwear, and bottoms, such as pants, skirts, shorts, etc., are required).
- Bodily hygiene that risks creating unsanitary conditions, such as contact with bodily fluids, or odors, including perfumes or fragrances, so strong as to create a nuisance to others.
- Unattended personal property.
- Sexual misconduct, including the viewing or display of sexually explicit images or videos on library computers, personal devices or in print form and sexual harassment of patrons or staff.
- Damaging, mutilating, or misusing library property, including furniture, fixtures, library materials, etc.
- Tampering with or intentionally damaging library computer hardware or software.
- Using library technology such as computers, internet access and Wi-Fi for prohibited activities (including but not limited to stalking, harassing, defaming, spamming, or accessing sexually explicit materials).
- Taking photographs or videos without the permission of the subjects.
- Leaving children under the age of 9 unsupervised.
- Animals (except service animals, as strictly defined by ADA, which defines a service animal as a trained dog; emotional support or comfort animals are prohibited by ADA).
- Blocking or preventing access to library spaces, entrances, or exits with large bags, suitcases, shopping carts or by lying or sitting on the ground.

- Refusing to follow the directions of library staff or interfering with library business.

RULE VIOLATIONS

Any patron not abiding by these, or other rules and regulations of the library may be asked to leave the library premises. Library employees will contact the Santa Fe Police Department if deemed advisable.

Any patron who repeatedly violates the library rules and regulations, or who is disruptive, or who engages in criminal behavior on the library premises shall be denied the privilege of access to the library for a period of one (1) to 180 days (6 months) by the Manager or Librarian in charge; a longer ban may be suggested by the Santa Fe Police Department, depending on the severity of the behavior. If a longer ban is suggested, the Library Director or designated Managers can decide to follow the recommendation of SFPD. Any patron whose privileges have been revoked may request to have the decision reviewed by the Library Director.

The posting of these rules does not prohibit the enforcement of any applicable federal law, New Mexico statutes, or Santa Fe City ordinances as necessary.

The head librarian is granted the authority to make rules, regulations and policies regarding the operation and use of the library by the City of Santa Fe. *Ord. #1962-13, § 3; Code 1973, § 15-7; Ord. #1979-34, § 15.1-7; Ord. #1980-41, § 8; SFCC 1981, § 8-1-6*

Approved by the Santa Fe Public Library Board on August 11, 2015.

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