



LAKE COUNTY

BOARD OF COUNTY COMMISSIONERS
County Policy

Title: LAKE COUNTY LIBRARY SYSTEM
PATRON CODE OF CONDUCT

Number: LCC-
Cancels: LCC-34
Approved:

I. OBJECTIVE

To guarantee the rights of patrons to a proper atmosphere in their use of the Lake County Library System Member and Branch Libraries by establishing basic rules of conduct.

II. DEFINITIONS AND REFERENCES

A. Member Libraries:

Libraries which meet the "Guidelines and Minimum Standards for Public Libraries Entering the County Library System", Lake County Policy Number LCC-7; and which through their local governing bodies, have entered into an Interlocal Agreement with Lake County to provide library service to the residents of Lake County.

B. Branch Libraries:

Libraries which are funded and operated solely by Lake County Board of County Commissioners to provide library service to its residents and fall under the Library Services Division of the Department of Public Resources.

C. Adult:

For library system purposes, an individual sixteen (16) years of age, or older.

III. DIRECTIVES

A. This policy applies to all Lake County Library System member libraries and branch libraries. Individual member libraries may impose additional rules, if approved by their governing bodies and not in contradiction to this policy.

B. The following activities are prohibited on Library premises:

1. Smoking
2. Eating or drinking, except in designated areas
3. Abusive language
4. Inadequate attire (shoes and shirts are required)
5. Loitering, panhandling
6. Solicitation, campaigning or petitioning unless prior permission has been given by the Library
7. Selling merchandise or services on Library property unless sponsored by the Library
8. Animals except those approved as working companion animals or for the purposes of Library approved programs
9. Disruptive, unsafe or threatening behavior, including harassment of Library personnel and customers

Depending on the nature, seriousness or recurrence of the offense, persons may be suspended pursuant to Library procedures or staff may contact law enforcement.

The following are prohibited on Library premises and will result in immediate expulsion from the Library premises without warning:

1. Criminal activity as defined by Florida Statutes
2. Inebriation/under the influence of drugs
3. Violence or destruction of property

Supervision requirements for children in the Library:

The responsibility for the safety, behavior and access to library resources, for children rests with the parent or responsible caregiver.

Children eight (8) or under must have a parent or caregiver, sixteen (16) years of age or older, within the immediate sight of the child. If the child is attending a children's program, the responsible party must remain in the library. Adults bringing groups of children into the Library must provide supervision for the children throughout their visit.

If a child under the age of sixteen (16) is disruptive or appears to be ill or in danger, library staff will attempt to locate the child's parent, guardian or caregiver. If the Library staff is unable to locate a responsible party, law enforcement will be contacted to assume responsibility for the child.

If a child under the age of fourteen (14) is found to be unattended at closing, an effort will be made to locate a parent, guardian or responsible caregiver. If the Library staff is unsuccessful at finding a parent, guardian or responsible caregiver, law enforcement will be called to remove the child from the premises.

IV. APPEALS PROCESS

Any patron who is suspended or trespassed for 30 days or more, has the right to appeal the decision.

If a patron was trespassed from a member library, the patron must appeal in writing to the Library Director, who must respond in writing within 10 days. A patron may appeal the Director's decision as prescribed by the member library's governing body.

If a patron was trespassed from a county branch library, the patron must appeal within 10 days in writing to the Library Services Division Manager, who must respond in writing within 10 days. If the appeal to the Library Services Division Manager is not satisfactory, the patron may make a final appeal to the Public Resources Director. The Public Resources Director will make a final determination within 14 days of receipt of appeal.

V. RESERVATION OF AUTHORITY

The authority to issue or revise this policy is reserved to the Lake County Board of County Commissioners.

Leslie Campione
Chairman, Board of County Commissioners
Lake County