Trenton Free Public Library
Patron Code of Conduct

The Board of Trustees for the Trenton Free Public Library (the "Library") welcomes the community for reading, studying, using library materials and services, participating in library events, and other customary library business.

To allow all patrons of the Trenton Free Public Library to enjoy its facilities, the Library has adopted the following Patron Code of Conduct which applies to behavior while on the Library premises. This policy is not intended to be a complete list of expected behavior. The Library Board, the Director, and staff reserve the right to take appropriate action against any other behavior which they reasonably believe to be offensive or disturbing to Library patrons or staff. Library staff are authorized to contact the Police if deemed necessary.

PATRONS SHALL NOT:

- Engage in any activity in violation of federal, state, local or other applicable law or Library policies.
- Enter the Library without wearing proper attire, including shirt and shoes and shall continue to wear proper attire for the entire visit. If a person's bodily odor / scent is so offensive as to constitute a nuisance to others, they may be asked to leave the building.
- Use skates, skateboards, scooters, bikes or similar in the building or on the premises.
- Bring pets or animals into the Library building, except those used in Library programming, working animals (as defined by ADA law), or animals used by law enforcement agencies.
- Loiter in the Library entryway, on the ramp or steps, thereby creating a nuisance or blocking those who are trying to enter or exit the building.
- Leave a child or vulnerable adult unattended in the Library.
- Destroy, injure, or deface any Library materials, equipment, or property.
- Conceal Library materials on their person, or among their belongings.
    - Library materials or equipment being removed from the premises must be properly checked out.
    - Library materials shall be returned in accordance with the terms of the loan.
- Climb on, or place their feet or shoes on furniture, sit on arms of chairs, or lay down on or move furniture without the express permission of Library staff.
- Use the Library restrooms for anything other than their intended purposes, and that such purposes do not include bathing, shaving, or washing hair.
- Use, possess and/or sell alcohol and/or illegal drugs or be under the influence of alcohol and/or illegal drugs while in the Library building or grounds.
- Smoke or use tobacco, tobacco products, or vape while in the Library building or grounds.
- Sleep on Library premises.
- Possess a weapon of any kind, or any replicas of weapons, or other dangerous objects unless authorized by law enforcement, or other lawfully permitted individuals.
- Engage in sexual activity, contact, or assault or any act of lewdness of exposure prohibited by N.J.S.A. 2C:14-1 through 2C:14-8 and any other physical contact that is inappropriate in a public place;
- Display disturbing, offensive, or otherwise inappropriate images, including but not restricted to the display of sexually explicit materials on computers, tablets, or cell phones. The staff is authorized to determine whether a patron is disturbing others by the display of disturbing images.
- Engage in behavior perceived by staff or another patron as sexual harassment or an invasion of privacy.
- Take photographs or record video in the Library without prior permission.

Approved by Trenton Free Library Board of Trustees on September 12, 2024 to replace Rules and Regulations Policy

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- Conduct themselves in a violent or disorderly manner per N.J.S.A. 2C:33-2, which include:
    - Inhibiting the orderly use of the Library by patrons or staff, thereby causing public inconvenience, annoyance or alarm, or recklessly creating a risk; using unreasonably loud and offensively coarse or abusive language; or Engaging in disruptive conversation or conduct, including in harassing or threatening others.
- Park vehicles on library premises for purposes other than library use; violator's may be towed at owners' expense.
- Obtain or attempt to obtain signatures to petition, conduct surveys or investigations, distribute printed material, solicit or do selling or fundraising of any kind, without the prior authorization of the Library Director.
- Distribute or post unapproved or inappropriate material anywhere on Library property, including but not limited to materials commercial in nature; support of a candidate or their political campaign; lewd, vulgar, pornographic, obscene, discriminatory, or otherwise violate municipal, state and/or federal law.

PATRONS SHALL:

- Park all motor vehicles, bicycles, etc. outside the building in designated areas.
- Silence electronic devices. To make or receive phone calls, patrons must go to the lobby area, or outside the Library, and keep voices at a reasonable volume, so as not to disturb other patrons.
- Consume food and non-alcoholic beverages only in designated areas. Dispose of all litter and debris in trash containers and leave table tops and chairs clean.
- Respect that there shall be one person per chair.

Personal Belongings:

- A maximum of two bags of any type are allowed. All oversized carts, suitcases, bags, packages and other personal property may not occupy floor space in excess of 9″ x 14"x 22″ (approximate TSA size). Items must fit the aforementioned dimensions; a box is located in the lobby.
- Large bags, backpacks, rolling carts, carriages or wagons are not permitted in the Library nor shall they be left unattended on library grounds.
- Library staff may inspect bags, briefcases, handbags, overcoats, and other personal belongings that can conceal library property to ensure compliance with Library policies. (N.J.S.A. 2C:20-14).
- All persons and belongings must be free of pests, insects and bodily fluids that may potentially cause damage to the Library's materials or impact the health and well-being of others.
- The Library cannot be held responsible for any unattended items and may use discretion as to the disposal of unattended items, as well as discretion in contacting the proper authorities, if needed.
- Wheelchairs and other medical aides and strollers intended for use with young children are permitted.

Authority of Library Staff

An individual will be immediately ejected from the Library premises without warning and suspnded from future use of all Library facilities for a period of between one day and one year, depending on the severity of the activity as determined by the Library Director, or his or her representative.

- A written appeal of such suspension can be submitted to the Library Board of Trustees.
- The Library Board of Trustees will review the appeal and their decision will be final.

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