

Canon City Public Library



Code of Conduct Policy

Canon City Public Library ("CCPL" or "Library") welcomes every member of the community to use and enjoy the Library's facilities, collections, programs, and services. This Code of Conduct defines expectations for behavior for all patrons regardless of age.

Library patrons are expected to:

- Respect other patrons and library staff.
- Respect library property.
- Obey the law.
- Comply with requests from staff.

Library Procedures

CCPL's Code of Conduct applies to all patrons. It applies everywhere that the Library provides service, whether on Library property, in the community, through our website or social media, and by phone or email. Parents, guardians, or designated caregivers are responsible for their child's personal safety and behavior at all times.

Library staff will intervene to stop prohibited activities and behaviors. Failure to comply with the Code of Conduct may result in being trespassed from the Library with revocation of Library privileges or an arrest and possible prosecution.

The following are examples of behavior and activities that are not allowed:

UNSAFE OR DISRUPTIVE TO OTHERS: Any activity that unreasonably interferes with others' use and enjoyment of the Library or with the functioning of Library staff.

Examples (including but not limited to):

- Interfering with Library employees in the performance of their duties: inappropriate personal comments, staring, sexual advances, or physical and/or verbal harassment.
- Interfering with the free passage of staff or others.
- Use of profane, obscene, or aggressive language and/or gestures and excessive displays of affection.
- Activities or behaviors that may result in injury or harm to self and others.
- Noise considered loud enough to impact other Library users' experience negatively.
- Bodily hygiene or scent so strong as to constitute a nuisance to others.
- Use of tobacco or marijuana products, including chewing tobacco, synthetic tobacco products, or electronic cigarettes (smokeless or their equivalent) on Library property.

INAPPROPRIATE USE OF LIBRARY PRIVILEGES OR PROPERTY: Using Library privileges, materials, equipment, fixtures, furniture, buildings, or grounds in any manner other than intended.

Examples (including but not limited to):

- Entering non-public areas in the Library without authorization.
- Posting signs on Library property without approval.
- Activities or behavior that may result in damage to Library property or property of others.
- Habitual sleeping on Library property.
- Use of restroom for bathing, shaving, or washing hair or clothes.
- Use of Library equipment or materials that present a health or sanitation concern.

ILLEGAL: Any observable behavior that is prohibited by law.

Examples (including but not limited to):

- Intimidating, threatening, or harassing behavior towards other patrons or staff.
- Theft.
- Viewing or printing child pornography.
- Use, display, or distribution of alcohol or illegal drugs.
- Public intoxication.

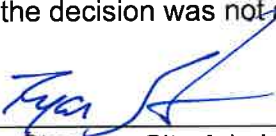
Enforcement of Library Procedures

Enforcement of the Library Code of Conduct will be conducted in a fair and reasonable manner. Library staff and/or Canon City Police Department will intervene to stop prohibited activities and behaviors. Individuals who fail to observe the Code of Conduct may be asked to leave the Library building, property, or virtual space, be suspended from the Library for a period of time (or suspended permanently under certain circumstances); be subject to arrest and/or be subject to other lawful action. Violations of any suspension(s) imposed by the CCPL may be enforced in any lawful manner, which may include, without limitation, civil and/or criminal action being brought against the appropriate individual(s).

If an individual is suspended from the library, they must meet with the designated CCPL staff member to discuss lifting the suspension before they can be on CCPL property. To schedule this meeting call the Library at 719-269-9020 (Monday through Friday, 9:30 AM-5:00 PM). Suspended individuals under the age of 18 years old must have their parents or legal guardian call the Library.

Any customer suspended from the Library for a period of more than six (6) months shall be entitled to appeal that suspension. That appeal shall consist of a written request to City Administrator to reconsider the decision to suspend the customer and include a summary of the events that preceded the suspension and the reasons for challenging the decision to impose a suspension.

The customer may request to supplement their appeal by appearing in person to make a verbal statement to the City Administrator, but whether the City Administrator allows for a verbal statement is within their discretion. The City Administrator shall uphold the decision if there is reasonable evidence that the incident occurred and that the decision was not arbitrary and capricious under the circumstances.



Ryan Stevens, City Administrator



Sue Hitt, Board President