



PATRON BEHAVIOR RULES

411 South Main Street • Lombard, Illinois • (630) 627-0316 • helenplum.org

Library Mission: The Helen Plum Library strives to be a safe, welcoming, and inclusive community hub providing access to information, diverse resources, technology, and services—connecting people to learning opportunities and to each other. Rules and Policies are intended to support this Mission.

All library staff can ask any patron in violation of Patron Behavior Rules and Library Policies to leave the premises. A person who refuses to leave Library property when directed to do so by staff will be considered a trespasser, and staff will call police to have the person removed from the premises.

Repeated occurrences of not complying with the Patron Behavior Rules and/or Library Policies will result in the patron being banned from the Library premises for a period to be determined by the Library Director. In some cases, the Library Director may opt to ban a patron from the Library due to a single infraction.

GENERAL RULES OF CONDUCT:

- Patrons must obey Village of Lombard, State of Illinois, and Federal laws.
- Behavior that interferes with another person's ability to use the Library, or with an employee's work, is prohibited.
- Patrons are expected to be well-mannered and respectful of other patrons and staff as well as Library and patron property.
- Library property should only be used in a manner consistent with its intended use and in a way that will avoid damage. Library property means the Library building; all materials, equipment, hardware, software, and supplies in the Library building; and Library grounds and parking area surrounding the Library building.
- The Library is not responsible for the security of a patron's personal items. Patrons are expected to be attentive to their own belongings and cannot leave personal items unattended.
- The Library reserves the right to search the contents of all bags, purses, briefcases, backpacks, etcetera for Library materials.
- All patrons must dress appropriately for a public library, including wearing a shirt and shoes.
- Taking photos and videos are allowed if it does not interfere with a patron's ability to use the Library.
- Snacks and covered drinks are allowed as designated by signage in the Library.
- Patrons are expected to make appropriate use of Library restroom facilities. Examples of inappropriate use include, but are not limited to, use as laundry facilities, bathing facilities, or gathering places.
- Service animals are welcome in the Library; other animals are not permitted.

THE FOLLOWING ACTIVITIES ARE PROHIBITED:

- Harassing comments, phone calls, e-mails, and other communication.
- Viewing inappropriate content. [Internet Acceptable Use Rules](#)
- Being under the influence of alcohol or illegal drugs. [Drug and Alcohol-Free Library](#)
- In-person distribution of leaflets, survey taking, collecting signatures on petitions, solicitations, and similar activities.