



**Meaford Public Library**  
**Library Rules of Conduct**  
**Policy-5**  
**July 2017**

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Everyone is welcome at the library. We are committed to creating and maintaining a safe, positive, and quality environment where we treat each other with respect and courtesy.

At Meaford Public Library, everyone's conduct will be:

- Mutually respectful
- Responsible
- Law-abiding
- Considerate of Library property

Everyone is expected to:

- Attend to and supervise children in their care.
- Attend to personal belongings.
- Dress appropriately, including wearing shoes and shirts at all times.
- Consume food and drink in designated areas only.
- Notify library staff before posting notices, flyers, or brochures.

The following is NOT allowed:

- Harassment, assaults, or use of insulting or threatening language to any library customer or staff member. This rule applies to behaviour both in person and over the telephone, email or other electronic means.
- Vandalism, theft, or weapons. This includes changing passwords or homepages on the library's computers; ripping articles out of magazines and/or books; copying audiovisual material; defacing library property.
- Disruptive behaviour, obscene language or any other unacceptable behaviour.
- Intoxicated individuals or anyone who can be seen as a threat to public health and safety.
- Use of roller blades, skate boards, etc. are not permitted in the library.
- Photographing, filming or videotaping without prior approval from the Library CEO.
- Petitioning, soliciting, or engaging in commercial activity may not be conducted on library premises unless authorized by the Library CEO.
- Using cell phones, pagers, laptops, computers, or other devices in a manner which disturb others use of the library.
- Occupying areas designated for staff unless accompanied by an authorized staff member.

All service animals will be permitted at the library. Other animals may be permitted at the discretion of staff. Animals must be well behaved and under the owner's control at all times.

Those persons who do not follow the Library Rules of Conduct may be subject to the following:

- Exclusion from the library
- Suspension of library privileges
- Cost-recovery for damages
- Prosecution

Appeal Process:

1. Individual(s) wishing to appeal any disciplinary measure may present their case to the Library CEO in writing within 14 days of the decision. The written appeal must be mailed to the Meaford Public Library, Attention Library CEO, 15 Trowbridge St. West, Meaford, ON, N4L 1V4.
2. The Library CEO, in consultation with the appropriate staff and the Library Board, will review the appeal and any decision made is final.

**Related Documents:**

***Child and Family Services Act***, R.S.O. 1990, c. C.11

***Criminal Code*** R.S.C., 1985, c. C.46

***Human Rights Code, R.S.O. 1990***, c. H.19

Meaford Public Library, ***Policy 2 Internet Services***

***Public Libraries Act***, R.S.O. 1990, c. P.44

***Trespass to Property Act***, R.S.O. 1990, c. T.21

Approved: January 2000

Revised: June 2013

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