BELLMORE MEMORIAL LIBRARY

Maintenance of Public Order Policy and Regulations

The Bellmore Memorial Library has adopted these maintenance of public order policy and regulations as a means to provide a safe, comfortable environment and to promote a worthwhile and satisfying Library experience for all patrons. The Board of Trustees has enacted these regulations for the purpose of maintaining public order in the Library and on the grounds, in accordance with Section 262 of the Education Law of the State of New York.

Patrons, employees and visitors may use and enter into the Library and its premises for Library related purposes including, but not limited to, reading, borrowing and returning materials, using Library equipment, and attending Library programs and meetings.

The purpose of all library equipment and materials is to serve all the residents of the Bellmore Union Free School District. No one patron may use any materials or equipment in such a way restricts those items availability to other patrons beyond reasonable expectations. Neither can patrons use equipment or materials meant exclusively for the use of staff of the Bellmore Memorial Library, except in cases of an emergency.

As a condition for the use of the Library premises. Library patrons and visitors who enter or remain at the Library agree to be subject to these rules and regulations. Failure to comply with these regulations shall constitute grounds for immediate ejection as a trespasser, suspension or revocation of borrowing privileges and/or the suspension or revocation of rights to enter the Library premises and other action as deemed appropriate by the Director or his/her designee. The Director or his/her designee is empowered to enforce the rules and regulations promulgated by the Board of Trustees.

1. Patrons shall not disrupt or disturb another’s use of the Library by:
   a) engaging in loud or boisterous activities;
   b) running in the Library;
   c) playing audio or video equipment so that others can hear it;
   d) using abusive or threatening language or actions;
   e) interfering with other patrons’ reasonable expectation of privacy or ability to concentrate while in the Library;
   f) staring at a patron or staff member such that the other can reasonably be considered to be annoyed or disturbed;
   g) following another patron or staff member about the premises such that the person followed is annoyed or disturbed;
   h) exhibiting a lack of personal hygiene which disrupts others from using the Library;
   i) demonstrating prolonged or chronic sleeping; or engaging in any other activity
which in the judgment of the Director or his/her designee disrupts the operation of
the Library or its use by others, or which endangers the health, safety, or welfare
of patrons, employees, or visitors.

2. The children’s room is intended for use by children and their parents and caregivers.
Library staff will ask adults not requiring access to children’s materials to relocate to another
area of the Library.

3. Per Article 13-E of the Public Health Law and the Laws of Nassau County, patrons are
prohibited from smoking in the library building and no person shall smoke within one hundred
feet of entrances, exits or outdoor areas of the library. Smoking is defined as burning of a
lighted cigar, cigarette, pipe, or any other substance that contains tobacco including vaping or
electronic cigarettes.

4. Patrons are prohibited from bringing alcohol, controlled substances, or illegal drugs onto
the Library premises.

5. Patrons are prohibited from bringing weapons or weapon-like items on the Library
premises.

6. Patrons are prohibited from defacing, damaging, or destroying Library material,
equipment and/or property.

7. Patrons are prohibited from rearranging Library furniture or utilizing one chair by more
than one patron.

8. Patrons are prohibited from sitting or putting feet on Library tables.

9. Patrons are prohibited from entering the premises without footwear as well as both
upper and lower body covering.

10. No bathing or shaving, or washing clothes or other misuse of Library restrooms or water
fountains.

11. Patrons are prohibited from bringing any pets or animals, with the exception of
trained guide dogs or for a special program involving pets, into the building.

12. Patrons should refrain from using cell phones in the Library. Patrons may use cell
phones in the lobby areas only. Cell phones should be set to silence, vibrate or turned off
when entering the Library.

13. Patrons are prohibited from skateboarding, bicycling, or rollerblading in the building, on
the sidewalks, or in the parking lot.

14. Patrons are prohibited from soliciting, petitioning, or distributing materials in the
Library building or on the grounds. Patrons are permitted to post approved materials
on the public bulletin board.

15. Parents or guardians are prohibited from leaving children under the age of twelve
unattended within the premises.

16. Library staff may inspect briefcases, handbags and other personal belongings or
packages to assure compliance with Library policies.

17. Patrons must check out all library materials and equipment at the circulation desk
before leaving the library.
18. For the security of our patrons, unattended items and/or property are not allowed in the Library at any time.

Library staff will enforce these rules. Patrons not complying with these rules will be requested to leave the premises. Library staff members are authorized to call the police when necessary.

The Library shall indemnify and save harmless the Board of Trustees, the Library Director, his/her designee, and any Library personnel from any action, claim, or proceeding instituted against such person arising out of the enforcement of these rules and regulations by such Library personnel.

Appeals by Library patrons and visitors relating to suspension or revocation of Library service privileges and/or suspension and/or revocation of their privileges to enter upon the Library premises shall be made to the Board of Trustees. Each person shall have the right to submit a written notice of appeal to the Board of Trustees within thirty (30) days of any action taken by the Library Director or his/her designee which suspends borrowing privileges or revokes the right to enter the Library premises. The Board of Trustees, or their designee, shall convene a hearing within thirty (30) days of submission of such a notice of appeal, at which time and place the aggrieved shall be afforded the opportunity to present evidence, testify, and cross-examine witnesses. Within fourteen (14) days of such a hearing, the Board of Trustees shall render a decision in writing which will be sent to the applicant.