



Round Lake Area Public Library
906 Hart Road
Round Lake, IL 60073
847-546-7060
www.rllibrary.org

Patron Code of Conduct

The Round Lake Area Library is dedicated to providing access to knowledge and information through reading, writing, and quiet contemplation, and providing for patrons the right to use materials and services without being disturbed or impeded and providing patrons and employees with a secure and comfortable environment. The Public Library Act of 1991 provides the Board of Library Trustees with the general power to carry out the spirit and intent of the Act in establishing and maintaining the library and providing library services, and the specific power to “exclude from the use of the library any person who willfully violates an ordinance or regulation prescribed.”

- A. A patron who engages in any activity that materially disrupts the use of the library facilities, collections, or services by patron or materially disrupts the ability of the staff to perform its duties, shall cease such activity immediately upon request of the library staff or personnel. Such activity shall specifically include but is not limited to:
 - 1. Loud talking or boisterous behavior
 - 2. Smoking on library property. The library’s property includes the entire parking lot, sidewalks, courtyard, seating area, etc., that surrounds the building.
 - 3. Destruction or mutilation of library property.
 - 4. Parking of bicycles and other vehicles in undesignated areas.
 - 5. Conduct that is threatening to patrons, staff, or library property.
- B. Incidents involving minors will be governed by the Unsupervised Minors Policy
- C. If a patron fails or refuses to comply with a request of the library staff or personnel, or responds to the request in an abusive fashion, he or she will be required to leave the library for the remainder of that day. If the patrons fails to leave, staff shall notify the Round Lake Police Department and may sign a criminal complaint against the patron for trespassing.
- D. Library personnel will record instances in which patrons are required to leave the library in an incident report maintained by the library for that purpose. Upon the second recorded instance in which a patron is required to leave the library premises within a three month period, at the director’s discretion, the director shall prohibit the patron from the use of the library premises and programs for a period of thirty days, by written notification.
- E. Patrons wishing to appeal such action may do so by serving a written request for appeal to the Board of Library Trustees of the Round Lake Area Public Library within 30 days of receiving written notification.
- F. In the event a patron barred from the use of the library attempts entry to the library during any such period of exclusion, library staff shall call the Round Lake Police Department and may sign a criminal complaint against the patron for trespassing.
- G. In the event that the patron persists in abusive, criminal, disruptive behavior, the director shall report to the Board of Library Trustees and the board will consider a long-term exclusion of that patron.