

**Mary E. Bartlett Memorial Library**  
**Brentwood, New Hampshire**

**BEHAVIOR POLICY**

Library users have the right to use library materials and services without being disturbed or impeded by abusive and/or disruptive behavior; library users and employees have the right to an environment that is secure and comfortable; and library users and employees have a right to well-maintained materials and facilities.

Mary E. Bartlett Library is a smoke-free, drug-free, weapons free environment.

Food and non-alcoholic beverages may be consumed in the library. We ask that care be given to prevent spills and that a library staff member is notified if a spill should occur. Extra care should be exercised in areas where there are computers and other electronic equipment.

No pets or animals, other than service animals and service animal trainees, as defined by the ADA, are allowed in the library except for animals that are included in a program or event sponsored by the library or library staff.

Appropriate attire, including shirts and shoes, must be worn at all times.

Personal property left unattended is the responsibility of the library user.

Any intentional damage done to materials, equipment, furniture, building, or property of the library shall be reported to the police and restitution requested.

Excessively loud or boisterous behavior is unacceptable. Cell phone usage should not disturb other library users or staff. Those exhibiting these disruptive behaviors will be asked to cease. If the disruption continues, they will be asked to leave the premises.

Anyone who harasses, intimidates, or uses threatening or vulgar language or behavior, including the use of any weapon will be asked to leave the premises. Further, if a person uses, or threatens to use, any weapon in the Library or on its property, he/she will be barred from the Library and its premises permanently. The Trustees will encourage prosecution of such a person under all applicable Federal and State laws.

Please help the Library continue as a peaceful, safe, and inviting place to visit, work, and study.

This policy has been established by the Board of Trustees and is subject to periodic review and/or revision at the discretion of the Board.

Adopted by the Board of Trustees 01/14/19