ROSENBERG LIBRARY
Code of Conduct

Rosenberg Library Code of Conduct

Adopted by the Rosenberg Library Board of Directors

Welcome to the Rosenberg Library. All library users can expect to receive courteous service, talk to a staff member as needed, and have the library operate in the best interest of all users. We hope you enjoy your visit.

To maintain a safe, friendly, and productive environment, the following rules and regulations have been established.

Unaccompanied Minors on Library Property

The Rosenberg Library Board and staff welcome minors to our building and programs. The Library cannot provide supervision of unaccompanied minors. Parents and legal guardians are responsible for their minor children's conduct, safety, and access to materials while on library premises. Children under the age of 10 must be accompanied at all times by a responsible caregiver who is at least 14 years of age. The Library is not responsible for the activities or materials accessed by unaccompanied minors.

Authorized Use of the Library

The Rosenberg Library is a shared public resource. Use of the library is intended for reading, research, study, use of library materials, attendance at library programs, and other activities consistent with the library's mission. Patrons are expected to be engaged in these activities while on library premises.

The following activities are not allowed on Library property:

- Any activity determined to be illegal by federal, state and local authorities
- Engaging in any form of sexual conduct or lewd behavior, including use or viewing of pornography, exposure, offensive touching or sexual harassment of other customers or staff
- Dangerous, unruly, or offensive behavior, including but not limited to shouting, threatening or intimidating other patrons or staff, blocking entrances or pathways, or engaging in behavior that prevents others from using the library
- Abuse or misuse of library property
- Any behavior which disturbs other Library customers or staff
- Taking photographs or videos of library users without their permission
- Bathing, shaving, or washing clothes
- Entering the library building without a shirt or shoes
- Entering non-public or staff-only areas
- Eating food is prohibited throughout the library, except during approved library programs and in meeting rooms booked for approved group use. Securely covered

drinks are permitted in general public seating areas but are not allowed in the Computer Lab, Makerspace, Museum spaces, or the Galveston & Texas History Center.

- Operating electronic equipment in an audibly disruptive manner, including use of speakerphone, video without headphones, or other loud audio from personal devices
- The use, possession, consumption, or visible influence of alcohol, illegal substances, or tobacco/vaping products is strictly prohibited on library grounds.
- Sleeping, loitering, or soliciting
- Using library property for living or accommodation purposes, inside the building or on library grounds
- Monopolizing seating, tables, floor space, or electrical outlets to the exclusion of other patrons, or spreading personal belongings across multiple seats, tables, or floor areas in a way that prevents other patrons from using those spaces
- Patrons not engaged in authorized library activities may be asked to leave.

The following items may not be brought into the library:

- Weapons, except by law enforcement officers
- Alcohol and/or illegal drugs
- Personal belongings that exceed 18" x 14" x 8", or that cannot fit under a seat or on a patron's lap. A maximum of one bag or bundle of any type is permitted per patron.
- Bicycles, scooters, skateboards, and other wheeled conveyances. These must be secured to outdoor racks or left outside the building. Wheelchairs, walkers, and other mobility devices used by individuals with disabilities are always permitted. Strollers may be brought inside but must not obstruct aisles or common areas.
- Skates, rollerblades, and collapsible scooters must be carried (not ridden or rolled on the floor) while on library premises.
- Pets (service animals, as defined by the ADA, are allowed)

Note: Never leave personal items unattended. The Library is not responsible for lost or stolen items. All property left unattended is subject to removal and disposal by Library staff.

Individuals will not be permitted to stay on Library property:

- Who are under the influence of alcohol or illegal drugs
- Who pose a health or sanitary risk to other patrons or staff
- Whose personal hygiene, including body odor or clothing condition, significantly and unreasonably interferes with other patrons' ability to use the library

Enforcement

Library staff are authorized to enforce this Code of Conduct. Violations will generally be addressed using the following graduated response, though staff may exercise discretion based on the nature and severity of the situation:

- First violation: Staff will inform the patron of the relevant policy and issue a verbal warning.
- Continued or repeated violation: The patron may be asked to leave the library for the remainder of the day.
- Further or serious violations: Library privileges may be suspended for a defined period, up to and including permanent revocation.
- Serious or threatening behavior: Staff may contact law enforcement immediately, without prior warning.

Any person found to be in violation of one or more of the above policies may forfeit library privileges and be asked to leave the Library. Failure to comply with a request to leave by library staff will result in the filing of trespassing charges against the offender.

Patrons whose privileges have been suspended may submit a written appeal to the Library Director within 14 days of the suspension notice.

This Code of Conduct is adopted by the Rosenberg Library Board of Directors and is subject to revision at the Board's discretion.

Approved: 4/16/2002 Revised: 05/20/2014; 11/07/21; 8/15/2022; 09/21/2026