THE LIBRARY IS
A PUBLIC PLACE,
AND WE ASK
OUR VISITORS TO
RESPECT OTHERS
BY ABIDING BY
THESE RULES
OF CONDUCT.







- 1. Behavior must not disrupt other people's use of the library.
- 2. Shoes are required for safety and health.
- **3.** Smoking or use of tobacco products, alcohol, or illegal substances is not allowed in library buildings or attached patio areas.
- 4. Bicycles must be parked and locked in designated areas.
- 5. Rollerblades, skateboards, and roller skates may not be used in the library.
- **6.** Only service animals specifically trained to assist a person with a disability are allowed to enter the building.
- 7. Large shopping carts or other wheeled conveyances are not permitted in the library. Wheelchairs and strollers are only permitted if being used for the transport of an adult or child.
- **8.** Use of library restrooms for bathing or doing laundry is not permitted.
- 9. Food must be consumed outside the library or in designated areas only.
- 10. Soliciting on library property is not allowed.
- 11. If library security system is triggered, customers may be asked to open their parcels and/or handbags for inspection.
- 12. Harassment of staff and visitors is prohibited.
- 13. Personal hygiene habits must not infringe upon other people's use of the library.
- **14.** Cell phones should be set to mute or vibrate while in the library.
- 15. No weapons are allowed on library property.
- 16. Criminal behavior of any kind is prohibited.
- 17. Please do not leave personal belongings unattended. The library is not responsible for loss, theft, or damage of personal property. Personal belongings may not be used to hold a table, carrel, or computer. The library reserves the right to remove unattended belongings to lost and found.
- **18.** Customers are required to move from an accessible computer station to another computer station if a customer using a wheelchair needs to use the accessible computer station.

Supervision of Minors

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POLICIES AT
vencolibrary.org

- 1. Parents, caregivers, and teachers are responsible for the behavior of children under their supervision.
- 2. Children under the age of 10 must be accompanied by a parent or responsible caregiver 13 years old or older.
- **3.** A responsible adult must directly accompany preschool children at all times. Library staff cannot assume responsibility for children at any time.
- **4.** If an unattended child is in the library at closing time, police will be notified and asked to pick up the child. Library staff is not permitted to offer the child transportation home.