

## User Behavior Policy

The Lycoming County Library System (LCLS) aims to enrich and empower communities across Lycoming County. Our libraries serve a wide range of users, and our goal is to provide a safe and welcoming environment for all. This policy outlines LCLS's expectations of behavior for all people who use Member Libraries and their resources.

### **Expectations**

When you access LCLS Member Libraries in person, in community spaces, or online, we ask that you:

#### **1. Follow library policies and laws**

- Policies are posted on library websites or are available upon request. Library policies may pertain to all LCLS libraries, or may be specific to the Member Library that you are using.
- Comply with all local, state, and federal laws.
- Follow instructions from library staff.

#### **2. Use library spaces and material as intended**

- Treat the library, library spaces, and library materials with respect and care.
- Be responsible for your belongings.
- Respect the need for quiet in appropriate areas.

#### **3. Be considerate of others**

- Conduct yourself in a way that promotes others' right to enjoy the library.
- Recognize how your activities may impact others, including people of all ages and backgrounds.
- Respect the personal boundaries and privacy of others, including staff.
- Monitor the behavior of other members of your party, especially young children.

#### **4. Communicate with respect**

- Treat others, including other users and library staff, with courtesy and kindness.
- Respect diversity, including age, ability, culture, ethnicity, sex, gender identity, gender expression, language, physical characteristics, race, religion, sexuality, socio-economic status, spirituality, and values.
- Understand that LCLS is a limited public forum.

## **Non-Compliance**

Library staff will enforce expectations in a fair and reasonable manner. Libraries may employ security personnel who will enforce expectations based on library policies and procedures.

Users who do not comply with library expectations will be asked to stop problematic behaviors, move to another location, or leave the library premises for the day.

Severe or recurring behaviors that violate the library's expectations will result in loss of privileges to visit the library or use library property. Users will be notified of loss of privileges in writing.

In the event that a user refuses to discontinue problematic behavior, leave library premises, or observe a loss of library privileges, library staff will notify the police. The user will then be identified to the police and removed from the library.

Once implemented, loss of privileges originating in any LCLS Member Library will be upheld throughout all Member Libraries.

## **Appeals**

Users have the right to appeal loss of privileges. Appeals may be submitted to the LCLS Board of Trustees in writing within 15 days of official notification of actions taken to suspend or revoke privileges. The LCLS Board of Trustees will review appeals during regularly-scheduled meetings.

Letters of appeal may be addressed to:

Attn: Amy C. Resh, System Administrator  
Lycoming County Library System  
19 East Fourth Street  
Williamsport PA 17701

Approved by the Lycoming County Library System Board of Trustees on February 13, 2024.