



Newberg Public
LIBRARY
Enriching & Nourishing the Life of Our Community

Library Courtesy Policy

Welcome to the Newberg Public Library. Our goal is to offer the best service possible to library patrons and visitors in an inviting environment.

We have established the following basic rules of courtesy so that our library facilities are pleasant places for all to visit and enjoy.

While in the library, please ...

- ... ask for help when you need it and let us know if the library does not have the book or service you want.
- ... keep voices and audio equipment at a quiet, personal volume that does not disturb or disrupt others.
- ... set your cell phone to vibrate or off, and it is best to use it **ONLY** between the entrance double doors instead of in the library itself.
- ... keep all beverages in covered containers.
- ... clean up after yourself by putting items that belong in the garbage or recycling in their proper place.
- ...leave items that take up seating or create obstacles outside the library, including bicycles, skateboards, scooters, carts or large backpacks. Ask a staff member for assistance if needed.
- ... walk at all times.
- ... remember that the elevator is not a toy. Use it to get from one floor to the other.
- ... wear footgear and shirts.
- ...keep all animals (except service animals) outside.
- ...keep any surveying, distribution of printed materials, soliciting for sales or charity or panhandling outside.

So that everyone may have a safe and enjoyable experience...

- No children under 10 years old may be left unattended.
- No smoking.
- No sleeping or loitering.
- No being under the influence of or having any alcohol or illegal substances in the library.
- No disruptive or disorderly conduct, or harassment of patrons or staff. This includes your choices of activities, language, and Internet viewing/listening options.
- No destroying, defacing, or abusing library property.

In addition to the above, violation of any Federal or State statute or local ordinance will be regarded as a violation of library rules. The City of Newberg reserves the right to cause to be ejected or refuse further admission to those individuals who violate library rules, create disorder, or engage in illegal activity. Violators are subject to arrest for Trespass under Chapter 134.01 of the Newberg Code. These sanctions are not exclusive and any other remedies available at law or equity to obtain compliance with these rules will be pursued.

Adopted by the Newberg Library Advisory Board-October 17, 1007
Adopted by the Newberg City Council-November 19, 2007