



Stevens Memorial Library
20 Memorial Drive
Ashburnham, MA 01430
P: (978) 827-4115
F: (978) 827-4116
stevensmemoriallibrary@gmail.com

Appropriate Library Behavior Policy

The Stevens Memorial Library supports its community through the provision of materials, programs, space, and technology to aid in the educational, cultural, and recreational development of its entire community. The library is committed to providing a welcoming space for Ashburnham citizens and residents of neighboring communities without regard to gender, race, age, religion, national origin, disability, or sexual orientation. To this end, the Library is responsible for establishing rules of conduct to protect the rights and safety of Library patrons, volunteers, and staff, and for preserving and protecting the Library's materials, equipment, facilities, and grounds.

For the comfort and safety of patrons, volunteers, and staff, and the protection of Library property, the following behaviors are prohibited on the premises, including library grounds:

- Engaging in any activity in violation of Federal, State, local or other applicable law, or Library policy.
- Being under the influence of alcohol/illegal drugs and selling, using, or possessing alcohol/illegal drugs.
- Verbally or physically threatening or harassing other patrons, volunteers, or staff. This includes soliciting and conducting surveys not authorized by the Library.
- Stealing, damaging, altering, or inappropriate use of Library property in Library facilities or on Library grounds, including computer hardware and software, printers, copiers, phones, and other equipment.
- Fighting or challenging to fight, running, pushing, shoving, or throwing things.
- Creating disruptive noises such as loud talking, screaming, or banging on computer keyboards.
- Using audible devices without headphones or with headphones set at a volume that disturbs others. Using cell phones, pagers, and other communication devices in a manner that disturbs others.
- Littering.
- Smoking, chewing, and other tobacco use within the Library or near its entrances. This includes the use of e-cigarettes, personal vaporizers, electronic nicotine delivery systems, etc.
- Entering the Library barefooted, without a shirt, or being otherwise attired so as to be disruptive to the Library environment.
- Consuming food or beverages in public areas of the Library, including restrooms (except for water in closed containers, baby bottles, nursing, and locations where use is explicitly authorized by staff).
- Neglecting to provide proper supervision of children.



Stevens Memorial Library
20 Memorial Drive
Ashburnham, MA 01430
P: (978) 827-4115
F: (978) 827-4116
stevensmemoriallibrary@gmail.com

- Engaging in any other behavior that either consciously or unconsciously violates or restricts the rights of others to use the library; prevents library employees from doing their jobs, or jeopardizes the safety of library users, staff and/or property.
- Adults who are not accompanied by children, loitering in the children's area.

At the discretion of the Director, the penalty for non-compliance will be commensurate with the offense, up to and including banishment from the library. Bans may be appealed to the Library Board of Trustees. The Trustees' decision in each case will be final.