

Consequences of Policy Violation

Enforcement of these rules may take the form of any of the following actions, depending on the severity of the violation which will be determined by the staff on duty at the time.

- Patrons who violate this policy will be given one verbal warning and asked to behave in an appropriate manner. Patrons who do not modify their behavior after one warning may be asked to leave for the rest of the day.
- Patrons who violate this policy in a manner that staff judge is “extreme” may be ordered to leave the building immediately and may be requested not to return for the remainder of the day. “Extreme” violations may include activities that are harassing, threatening, dangerous, or destructive to the persons or property at the Library premises.
- Patrons whose behavior is significantly disruptive of the Library’s mission, either because of repeated violations of this policy, or because of a single extreme event which is dangerous, threatening, harassing or destructive to persons or property, may have their Library privileges revoked, including a prohibition against entering the Library, for a period of up to one year. The length of the revocation will depend on the nature of the violation, the extent of damage and disruption caused by policy infractions.
- In cases where the patron’s behavior does not constitute an immediate threat to the health, safety or security of the staff, patrons or Library property, the patron will be provided with written notice by certified or registered mail. The notice will include the Library’s intent to impose a suspension or revocation of Library privileges. The notice will specify the date on which the suspension or revocation of privileges is to commence and the reason for such action. The notice will also include language advising the patron of his or her right to challenge the decision by requesting a hearing before the Library Board of Trustees. A request for hearing must be received within five (5) days of notice. If a hearing is requested, it will be scheduled at the next scheduled meeting of the Library Board of Trustees or within 30 days. If no request for a hearing is made, the revocation or suspension of privileges will become effective on the date of the specified notice. The decision of the Board of Trustees following any hearing will be final, including prohibition against entering the Library for a period of up to one year, depending on the nature of the violation.

- Patrons may request a hearing, in writing before the Library Board of Trustees to appeal the notice within fourteen (14) days of such notice and the notice shall include language advising the patron of the right to appeal.
- In cases where a patron's behavior is deemed to constitute an immediate threat to the health, safety or security of patrons, staff or Library property, the Library Director may impose an emergency suspension of the patron's Library privileges and prohibit the patron from entering the Library. In cases of suspension of the patron's Library privileges, the patron will be provided with written notice, by certified or registered mail of the immediate suspension of Library privileges for a period of time not to exceed one year and advising the patron that he or she is not permitted to enter the Library or Library grounds without prior, exceptional permission of the Library Director. The notice will include language advising the patron that he or she can appeal to the Library Director's decision by requesting a hearing before the Library Board of Trustees. If a hearing is requested it will be scheduled at the next scheduled meeting of the Library Board of Trustees or within 30 days. The decision of the Library Board of Trustees following any hearing will be final.
- Any unlawful actions committed in the Library or on the Library premises will be immediately reported to the Womelsdorf Police Department.
- The Library staff reserves the right to notify the Womelsdorf Police department of any patron's violation of policies.