



Appropriate Library Use Policy

Welcome to the Auburn Free Public Library

The library values its patrons and appreciates its obligation to provide an atmosphere conducive to appropriate use of the library's services, resources, and facility. Visitors are expected to adhere to the Appropriate Library Use Policy by behaving in a manner that ensures the safety and comfort of all other library patrons and staff.

Library staff will intervene to stop prohibited activities and behaviors.

The following behaviors are *unacceptable* in the library:

- Creating a disturbance by making noise, talking loudly, yelling, or engaging in disruptive behavior or conduct (M.G.L., c. 272, §41)
- Verbal, physical, or written advances or gestures that threaten the rights or safety of another patron or library staff member
- Loud, abusive, threatening, sexually oriented, or insulting language directed at, or in the vicinity of, any patron or Library staff member
- Loitering near or obstructing an entrance, doorway, foyer, aisle, or other area of the library
- Failing to wear a shirt or shoes on library premises
- Disruptive or unsafe behavior including any conduct that interferes with the use of the library by others, or with the functions and responsibilities of the library staff
- Sleeping
- Sexual harassment or misconduct
- Entering staff designated areas
- Loud or disruptive cell phone use
- Possessing weapons of any kind
- Engaging in harassment, intimidation or coercion of library patrons or staff (M.G.L., c. 272, §10)
- Bringing animals or pets into the library, with the exception of legally designated service animals
- Using bicycles, roller blades, skateboards, or similar equipment in the building

The following abuses of the facilities or equipment are *unacceptable* in the library

- Damaging or defacing library materials or property (M.G.L., c. 266, §100). Parents are liable for damage done by children under 18 years of age (M.G.L., c. 231, §85D)
- Theft of library materials (M.G.L., c. 266, §99A)
- Smoking or vaping in the building or within thirty (30) feet of the premises (M.G.L., c. 270, §22)
- Petitioning, soliciting or selling merchandise
- Posting or leaving promotional materials in the foyer without permission
- Playing audio equipment so that others are able to hear it
- Misusing restrooms
- Using library telephones
- Using false identification to obtain a library card or to check out library material or the use of another person's library card without his or her permission, which is a violation of state law (M.G.L., c. 266, §99)
- Leaving personal possessions unattended or expecting library staff to guard them
- Using computers without appropriate registration as a patron or guest (guests must provide appropriate identification and must be age 12 or older to use computers in the main area of the library)

- Using library furniture, equipment, and materials for purposes other than their intended function
- Monopolizing library equipment, technology, materials, or facilities preventing others from using them
- Using library technology, including use of wi-fi, for purposes of viewing inappropriate, X-rated or pornographic materials or to otherwise violate federal, state, or local laws.

Food in the library:

Covered beverages may be consumed in the library, but uncovered beverages are prohibited. Food may be consumed in the library anywhere other than the computer tables, and in the Children's area only at designated tables. Patrons are expected to properly dispose of their waste in a trash receptacle. Leaving food waste on the floor or library furniture, soiling the library facility or collections with food material, or consuming food in a manner that is disruptive to patrons or staff is strictly prohibited.

Children:

To best ensure the safety and comfort of the library's youth patrons, the library has created a separate Children's Room Policy. Please refer to this policy for appropriate use.

Recording Devices:

The use of any audio, video, or other recording devices (including cell phones) is strictly prohibited in the library.

Unattended Youth and Special Needs Persons:

Library staff cannot assume responsibility for youth and/or special needs persons left unattended or without adequate supervision. Youth under age 12 and anyone with special needs who requires a caregiver must be *directly supervised in the library at all times*.

Failure to observe any part of the Appropriate Library Use Policy will result in penalties that may include restrictions or loss of library usage privileges, temporary or permanent removal from library premises, and/or arrest by the Auburn Police, based on the severity and frequency of violations.

Any patron wishing to contest loss of library privileges or removal from the library has the right to appeal to the Library Board of Trustees by submitting a written Notice of Appeal to the Library Director within 10 calendar days of their removal or their loss of privileges.

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**Patrons should not attempt to enforce appropriate library behavior. Suspected behavioral violations should be reported to library staff.**

**Library staff have the authority, at their discretion, to make immediate decisions regarding interpretation and enforcement of policies in order to ensure the safety and comfort of all library patrons and staff.**

*~ Thank you for your adherence to this policy ~  
Approved by the Board of Library Trustees 10/1/2026*

**Auburn Public Library**  
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<http://www.auburnlibrary.org>