



Standards of Acceptable Behavior Policy

All patrons of the Matawan Aberdeen Public Library are expected to use the Library and its resources in a responsible, lawful, and courteous manner. To better serve all Library patrons, the Library Board of Trustees has established the following standards of acceptable behavior to maintain an atmosphere which promotes the use and enjoyment of the resources and services of the Library and which protects the safety of the general public, the Library staff, and the equipment and materials of the Library.

Any activity which interferes with the rights of other patrons to use the Library, which disrupts Library operations, could result in physical, emotional, or mental injury to oneself or others, or in damage to the facilities, equipment, material, or Library property and grounds will be considered disruptive and unacceptable.

Conduct not acceptable in the Library or on Library grounds includes, but is not limited to:

- Engaging in any activity in violation of Federal, State, local, or other applicable law or Library policy.
- Using behavior disruptive to the legitimate use of the Library. This includes disorderly conduct, noise, or activity, whether intentional or inadvertent, that interferes with the rights of others, physical abuse, abusive or threatening language, misuse of Library equipment or furnishings, and/or the Library staff's performance of their duties.
- Using any behavior that disturbs other patrons; for example: talking loudly, staring, or using offensive language.
- Using audible devices set at a volume that disturbs others.
- Using cell phones and other communication devices. Cell phone audible notifications/ringtones must be turned off.
- Using any behavior that presents an imminent danger to the life or safety of others, including intentional non-emergency activation of alarmed exits or fire alarms.
- Carrying any instrument which could reasonably and commonly be classified as a weapon or a dangerous instrument, or could be reasonably used as means of aggression or defense against another, into the Library or onto Library grounds, unless authorized by law to do so. Any person authorized to carry a weapon must notify Library staff of that fact.

- Soliciting, gambling, or panhandling, including distributing printed materials, signing petitions or conducting surveys not authorized by the Library.
- Sleeping, except for young children under the supervision of a parent or caregiver.
- Neglecting to provide proper supervision of children.
- Running, jumping, yelling, or climbing on Library property.
- Littering.
- Consumption of tobacco products, smoking, vaping, or aerosolizing of cannabis products, or the use of alcohol, or any drug constituting a controlled dangerous substance as defined by New Jersey law. Intoxicated persons or those under the influence of any substance, will not be permitted in the Library or will be subject to removal from the Library.
- Bringing animals, insects, and other living organisms into the Library, other than service animals necessary for disabilities, except as authorized by the Library Director.
- Using wheeled devices in the Library or on Library grounds including, but not limited to: skateboards, roller-skates, rollerblades, bicycles, scooters, and shopping carts. Exceptions include wheelchairs, walkers, and strollers.

Patrons are required to wear a shirt and shoes in the Library. Patrons who present a health hazard shall be required to leave the building.

No person may use the lavatory facilities other than for ordinary and usual use. Bathing and laundering clothes are specifically not permitted.

Library management has the discretion to discard personal items left unattended on Library property in order to preserve a safe environment for Library patrons, volunteers, and staff.

All bags and other articles are subject to inspection by Library staff members. The Library reserves the right to limit the size and number of items brought into the Library.

All patrons must leave the Library premises by closing time, when evacuation of the building is necessary, or at any time when requested to do so by Library personnel.

Violation of Standards of Acceptable Behavior:

In the event that a patron violates any of these rules, a staff member will tell the individual that their behavior violates the Standards of Acceptable Behavior, and that it must stop.

If the individual continues the behavior, a staff member will inform the patron that they will be asked to leave the Library if the behavior does not stop immediately.

If the behavior persists, they will be asked to leave the Library. If the patron refuses, the police will be called to remove the patron from the premises. Under no circumstances will a Library employee touch the patron. The staff member who interacts with the patron, and any staff members who witness the interaction, will complete an incident report.

A patron may be suspended from the Library for a specific amount of time. This decision will be made by the Library Director. Notice of the suspension will be delivered by certified mail, return receipt requested, or by overnight courier with delivery confirmed to the last known address of the patron or, in the case of a minor child, to the parents or guardians. A copy of the letter shall be kept on file at the Library.

Appeal of the suspension may be made, in writing, to the Board of Trustees, Matawan Aberdeen Public Library, 165 Main Street, Matawan, NJ, 07747, within ten (10) days of receipt of notice of suspension. The patron, or in the case of a minor child, the parents or guardians, will be notified by the Board of the date and time of the hearing on the notice of appeal. At the hearing, the Board of Trustees may determine to lift, continue, modify, or extend the period of suspension.

Multiple activities violating the Standards of Acceptable Behavior executed by the same offender will be considered the second or third offense, even if the action is different.

Adopted by the Board of Trustees, February 9, 2012. Updated May 10, 2023.