

Proposed by:	Library Board / Administration
Attorney Review:	05/07/2024
Vote:	<input type="checkbox"/> Aye <input type="checkbox"/> Nay <input type="checkbox"/> Absent

## MUNICIPALITY OF SKAGWAY, ALASKA

### RESOLUTION NO. 24-17R

**A RESOLUTION OF THE MUNICIPALITY OF SKAGWAY, ALASKA UPDATING RULES OF CONDUCT FOR THE SKAGWAY PUBLIC LIBRARY AND REPEALING RESOLUTION NO. 04-03R.**

**WHEREAS**, in 2004, the Assembly adopted Rules of Procedure for the Skagway Public Library as recommended by the Library Board via Resolution No. 04-03R; and

**WHEREAS**, the Library Board reviewed and approved updated Rules of Conduct at its meeting of April 24, 2024;

**NOW THEREFORE BE IT RESOLVED**, by the Borough Assembly of the Municipality of Skagway that Resolution No. 04-03R is hereby repealed; and

**BE IT FURTHER RESOLVED**, that the following Rules of Conduct for the Skagway Public Library are established (Board changes to the 2004 rules noted in red font; Administrative changes noted in blue font):

#### Skagway Public Library Rules of Conduct

The Library is supported by the taxes of **Municipality** of Skagway residents. The Library has the right to maintain its facility in a clean, pleasant and safe manner. Every individual has the right to use the Library undisturbed and every library employee has the right to work without undue interference. All library users and employees should be free of any threat of harm, invasion of property, or gross indignity. To **create and maintain that atmosphere** for all persons, the following rules of conduct apply to behavior on the premises of all Library property. It is impractical to address every behavioral situation that may occur in the Library. Staff has the responsibility to make decisions that are in the best interest of the **community's use of the** Library whenever the rules do not specifically cover certain situations. The Skagway Public Library hereby adopts the following Rules of Conduct as necessary for the comfort and safety of patrons, volunteers, and staff, and for the protection of Library property.

#### Who May Use the Library

All are welcome to use the collections and services of the Skagway Public Library within the library. Access will not be denied or abridged because of religious, **gender**, racial, social, economic, or political status.

#### Denial of Services

In general, the Library provides facilities and resources for the public to study, consult, select, and examine library materials or to participate in related library programs, or to use library equipment such as computers and photocopiers. Any activity not connected or compatible with these purposes is [not considered a proper use of the Library](#). Anyone who disregards these purposes is subject to removal from the building and/or restriction of library privileges.

No person shall engage in any conduct which disturbs or interferes with patrons, volunteers, or employees of the Library, including but not restricted to the following:

1. Engaging in any activity in violation of Federal, State, local or other applicable law, or Library policy.
2. Loud, disruptive, or attention-getting behavior
3. Use of abusive language
4. Tampering or playing with library equipment such as computer terminals or photocopier
5. Consumption of food or beverages, except where specifically allowed
6. Smoking
7. Any condition resulting in disorientation, disruption, or possible damage or harm to oneself or others
8. Strong alcoholic or body odor disturbing other patrons or deterring others from coming near
9. Possession of potentially harmful weapons (firearm, knife, club, [or similar items that can cause harm](#))
10. Sexual harassment of library staff, [volunteers](#), or patrons
11. Unauthorized entry into STAFF ONLY areas
12. Persistent sleeping
13. Bringing in articles that are too large to fit under one Library chair.
14. Moving Library furniture from where it is placed by Library staff.
15. Neglecting to provide proper supervision of children
16. [Filming or recording in staff only areas, in public restrooms, or in public areas where children or minors are present.](#)

### **Enforcement of the Rules of Conduct**

Anyone violating these rules [will be](#) first warned by the Library staff member in charge of the Library at the time of the offense. If the conduct continues the offender will be [asked to leave the Library, and if the offender refuses, they will be](#) ordered to leave the premises. Staff members at their discretion will expel patrons without a warning in situations of serious, threatening, or willfully malicious behavior. Failure to observe these rules may lead to revocation of Library privileges, including the right to visit the buildings and grounds. Repeat offenders or persons ordered from the premises who do not comply may be subject to arrest and prosecution for trespassing. Anyone wishing to appeal their exclusion may submit an appeal in writing to the

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Library Director, [which must include a complete description of the event being appealed and the reasons for the appeal.](#)

**PASSED AND APPROVED** by a duly constituted quorum of the Borough Assembly of the Municipality of Skagway this \_\_\_ day of \_\_\_\_\_, 2024.

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Sam Bass, Mayor

ATTEST:

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Steve Burnham, Jr., Municipal Clerk

(SEAL)