



- Bringing pets into the building, with the exception of service animals or animals specifically invited for library-sponsored programs
- Harassing, intimidating, stalking, or prolonged staring at patrons or staff
- Damaging or vandalizing library facilities, equipment, or materials
- Removing library materials without properly checking them out
- Entering staff areas without authorization
- Failing to abide by library rules and regulations posted or related by library staff

**Roles and**

**Responsibilities:** *Library Director and Staff*

- Ensure that the user code of conduct is posted and enforced through training and observation.

*Library Patrons*

- Adhere to the guidelines of the user code of conduct.

**Procedures:**

**Violations**

Anyone violating these rules may be asked to leave the library premises and library privileges may be suspended. All library staff members are authorized to enforce these rules. The Lubbock Police Department may be called to assist with the enforcement of these rules.

**Checks and Balances:**

Library supervisory staff ensures that library employees are aware of these rules of conduct and are allowed to enforce them.

**Forms and Required Documents:**

None.