

**Honeoye Public Library
8708 Main Street
Honeoye, NY 14471**

Code of Conduct

It is the intent of the Honeoye Public Library to provide a safe environment for its patrons and staff. Observing this Code of Conduct and all related library policies helps to make the library a welcoming place for the entire community.

The following policies are in effect at all time:

- Shirts and shoes are required to enter the building
- Smoking is not permitted on library premises
- Beverages and snack foods may be enjoyed in the library so long as users clean up afterwards
- Only service animals are permitted inside the building
- Flyers must be approved by the director before being posted

Behaviors that interfere with normal library operations, compromise safety and security, or prevent others from using or enjoying library services are prohibited. These include:

- Excessive noise that disturbs other library users
- Treating library materials, equipment, and furniture in a destructive manner
- Handing out unsolicited literature or petitioning on library premises
- Fighting, both physical and verbal
- Larceny or theft of library materials or the private property or other library users or staff
- Foul language, obscene conduct, and/or indecent exposure
- Violation of any federal, state, or local laws regarding sale and/or use of controlled substances
- Possession of firearms, knives, or other weapons
- Using the library's computers and/or internet connection in an illegal way

Patron Code of Conduct – Interaction with Library Staff

1. Maintaining Professional Boundaries

Library patrons are expected to respect the professional boundaries of library staff. Staff members are not permitted to engage in social or personal relationships with patrons that interfere with their ability to perform their duties. All interactions with library staff should be focused on library services and conducted in a manner that maintains the professional environment.

2. Prohibition of Personal Requests

Patrons are discouraged from requesting personal favors from library staff, including rides or other non-library-related assistance. Such requests create uncomfortable situations and may impact the staff's ability to perform their duties effectively. Staff members reserve the right to refuse any such request in order to maintain appropriate professional boundaries.

3. Influence of Personal Relationships on Library Services

Patrons are expected to interact with library staff in a way that respects the library's operational guidelines and policies. Personal relationships or friendships should not influence or disrupt library services or the staff's ability to uphold library rules and provide equitable service to all patrons. Disrespecting these boundaries may lead to the limitation or suspension of library privileges.

Violation of this Code of Conduct and /or library with be addressed in these steps:

- A verbal warning will be issued
- The person(s) will be asked to leave the library
- Police will be called if the person(s) does(do) not leave
- If at any time library staff feels that a behavior is threatening or dangerous, police will be called immediately

Please see the Library Director with questions or concerns regarding the Code of Conduct

10/08/2025