

Code of Conduct Policy



It is our intention to provide excellent library service in a pleasant environment. In order to do so, the following rules for conduct have been approved by the Fontana Regional Library Board of Trustees.

- Treat people with courtesy and respect.
- Appropriate attire including shirt and shoes is required.
- Personal hygiene shall conform to the standard of the community for public places.
- Food and drinks are allowed in the library, except where posted.

The following are not permitted in library buildings or on library property:

- Verbal abuse, bullying, threatening behavior, or other disruptive conduct towards others.
- Loud laughter or conversation which is disturbing to others.
- Damage, destruction, theft, or improper use of library property and materials.
- Selling, advertising, petitioning, or soliciting for contributions or support, except as authorized.
- Smoking, e-cigarettes, or use of other tobacco materials, except in designated outside areas.
- Alcoholic beverages except as authorized.
- Engaging in any illegal activity or conduct.
- Littering.
- Loitering.
- Weapons.
- Sexual misconduct.
- Animals, except with permission or a service animal.

Addendum to Code of Conduct Policy during COVID-19 Pandemic



Library services available outside library facilities:

- Curbside service is provided for patrons who request delivery of materials outside library facilities.
- Wi-fi access is provided for patrons around the perimeter of library buildings.

Library services available inside library facilities are permitted under these conditions:

- Entry to library facilities is by appointment. Appointments are limited to 45 minutes unless prior arrangements are made.
- Building occupancy capacity is posted at the entrance to each library. Occupancy varies depending on the size and layout of each library facility, capacity restrictions, and may be lowered to ensure public safety as determined by staff.
- Social distancing of six feet is required.
 - Furniture and equipment have been re-located to allow for social distancing.
 - Signage marks social distancing locations while waiting for services.
- Masks or face coverings are required for everyone over the age of 2 when inside library buildings.
- Cleaning and sanitizing of surfaces are done at least hourly by staff.
- Hand sanitizer is provided for patron use.
- Seating may be limited due to removal or covering of upholstered furniture.

The elements outlined in this addendum are based on recommendations from local Health Departments in Jackson, Macon, and Swain Counties, guidance from the NC Department of Health and Human Services, Executive Orders issued by the Governor of North Carolina in response to the COVID-19 pandemic and are subject to change to ensure compliance without prior notice to the public.