



CLARK COUNTY LAW LIBRARY CODE OF PATRON CONDUCT

Adopted by the Clark County Law Library Board of Trustees 3/21/02

POLICY GOAL: The purpose of the Code of Patron Conduct is to provide a pleasant atmosphere which facilitates the process of legal research. It is the desire of the Clark County Law Library Board of Trustees to provide a law library environment encouraging the acquisition of knowledge of the law through reading, writing, and quiet study; as such, the Law Library is intended for use by persons engaged in law-related research or procedures and rules of conduct in order to ensure the preservation of an environment conducive to the furtherance of legal study.

POLICY: The following articles constitute the Code of Patron Conduct:

1. Intent to utilize resources. Patrons shall be engaged in activities associated with the use of a public law library while in the library building or on the library premises. Patrons not engaged in reading, studying, or using library materials shall be required to leave the library.
2. Disruptive behavior. Patron shall respect the rights of other patrons. Patrons shall not harass or annoy other patrons, or otherwise behave in a manner which reasonably can be expected to disturb others. Conduct that either disturbs library patrons or staff, or which hinders either patrons or staff from carrying out their work, is prohibited.
3. Sleeping. Sleeping is prohibited in the library.
4. Solicitation. Selling or solicitation is prohibited in the library.
5. Dress. Patrons must be dressed appropriately, in accordance with County Policy. Shoes or other footwear and shirts or other clothing covering the upper body must be worn while in the library.
6. Children. Unattended children are not allowed in the library. In the event that a child is left unattended, library staff shall notify the police. Any adult bringing a child into the library must supervise and monitor the child's behavior at all times. If the child's behavior disturbs

library patrons or staff, or results in damage to library property, the staff may seek removal of the adult and child from the library.

7. Noise. To avoid disturbing other library patrons, please observe silence when away from the immediate desk area. Noise, loud and profane language will not be tolerated. Patrons who need to converse must do so quietly, so as not to disturb others.
8. Baggage. Personal belongings (duffel bags, suitcases, backpacks, etc.) should be able to fit neatly under the table and not take up so much space as to deny anyone a seating opportunity at the same table.
9. Hygiene. Any person, including the personal belongings of any person, emanating an offensive odor constituting a nuisance to other persons and detectable from more than six (6) feet away will be asked to leave the library until the situation can be corrected.
10. Laptop computers and typewriters. Laptops are permitted within the library and may be plugged in to draw AC power. The volume, however, must be set to "mute". Typewriters are not allowed, unless the device would make no more noise than a laptop keyboard would make.
11. Personal photocopiers. The library provides photocopiers for patron use. Personal photocopiers are not allowed.
12. Seating. Walkways and aisles must be kept clear. Library patrons should conduct all lengthy reading at the tables provided, and not while sitting on the floor.
13. Bicycles. Bicycles are not permitted in the library.
14. Re-shelving. Library patrons must re-shelve their books, but only to the proper location. If uncertain of the proper location of the materials, we ask that it not be re-shelved, contact staff for assistance. We request that microfiche, however, not be re-shelved, but placed in the designated receptacle.
15. Furniture. Do not rearrange the furniture without permission of the library staff.
16. Equipment. Do not attempt to make repairs to library equipment; please ask staff for assistance.
17. Theft and vandalism. Both are punishable as a misdemeanor under N.R.S. 379.160. Do not write in, tear, or mark on library books or other library property. To provide for the security of its property, the library maintains an electronic theft detection system at the entrance of the library. If the security activates when attempting to pass through the exit gate, the patron must stop and return to the Reference Desk. A staff member

will separately run the patron and then their belongings (briefcase, purse, bags) through the theft detection system. If the alarm activates again, the patron will be asked to open their belonging for an inspection of their contents to determine if library property has been concealed. If unauthorized library materials are found during this search, staff will then request the patron's identification for photocopying. A report of each security incident will be made and kept on file in the library. Any person who attempts to leave the library through any other exit, in the absence of a threat to public safety, will be detained and asked to exit through the electronic security gate. If a patron activates the alarm but refuses to submit to a "plain view" search by opening their belongings, the staff will detain the patron and the police will be summoned immediately.

18. Food and drink. Neither food nor drink is allowed in the library due to the potential for damage to the library's collection.
19. Smoking. Smoking is not permitted in either the Law Library or in any county building pursuant to N.R.S. 202.2491.
20. Shaving. Shaving is not permitted.
21. Cellular telephones. Because the ringing and conversation during calls often must the speaker to raise one's voice to a level which would disrupt the concentration of other patrons, cell phones be set to "vibrate" or be turned off. Any calls should be made outside the library.
22. Tours. The Clark County Law Library is always happy to promote the use of the library through the scheduling of informational tours. Due to the realities of staffing and scheduling conflicts, as well as to minimize the potential for inconvenience and disruption to other patrons, it is necessary to schedule group visits in advance. Tours must be arranged in advance with the Library Director or Public Service Librarian.

FURTHER APPLICATIONS OF POLICY: Any violation of the Code of Patron Conduct will result in the patron being asked to leave the facility until such time as the patron can demonstrate an ability and willingness to comply with the Code of Patron Conduct of the library.