

Appendix 3D—Code of Conduct

Be kind. *We welcome everyone.*

- Use polite language and courteous behavior.
- Verbal threats, acts of violence, or abusive behavior will not be tolerated.

Be respectful. *We honor your freedom to read and view.*

- Respect the collection and building, and help us maintain them.
- Conversations and audio devices should not disturb other people.
- Honor privacy and respect boundaries.

Be safe. *We work to offer a safe environment.*

- Keep your belongings with you.
- When you bring family members to the Library, keep them close. Caregivers are expected to monitor and control the behavior of their children and vulnerable adults.
- Follow policies and make good decisions.

Staff and visitors must work together to ensure that everyone can experience a safe, clean, pleasant, and productive environment.

We are here for you. Tell us your concerns, and we'll do our best to come to a resolution.

(Appendix referenced in Policy 8. Approved by PPLD Board of Trustees 9-15-20, Effective 10-1-20)