

Respect and Access to Library Property

The library provides convenient general access parking and handicap parking for the physically challenged on the north side of the building.

Ten minute temporary parking spaces are available immediately across the drive from the book drop boxes.

An exclusive staff parking lot is located across High Street during business hours from 9:00 a.m. - 5:00 p.m. Patrons may park their vehicles in this staff parking lot after 5:00 p.m. Monday through Saturday as well as all day on Sunday.

No overnight parking is permitted. Vehicles in violation of the regulation will be towed at the owner's expense at the Library's discretion.

The Library prohibits rollerblading, skating, scooters or wheeled shoes and has posted signs prohibiting parking or standing at the entrance.

Bicycles and mopeds must be parked immediate to the east of the main entrance. We encourage everyone to secure these vehicles.

Library's Right to Deny Access

Access to the Library is a privilege, not a right. In the event an incident occurs in respect to an inappropriate behavior, everyone is entitled to a friendly reminder about our policy for acceptable behavior. Should the activity be repeated, a patron may be warned. Depending upon the severity of the offense or repetition of the offense, a person may be asked to leave the Library for the day or longer. In extreme cases, a user's privileges may be suspended.

WCPL does not discriminate based on race, creed, sex, color, religion or national origin.

Questions?

Please take advantage of the many opportunities we provide. In the event that you have questions about our resources or you have comments, please consult with one of our friendly Library staff at any of our public service desks or contact the administrative office at the west end of our lower level.

We welcome you to Warsaw Community Public Library.

Expected Behavior at Warsaw Community Public Library

The Warsaw Community Public Library (WCPL) seeks to enrich your experience through a vast array of services and resources. We strive to provide a safe and secure environment that promotes and protects the rights and privileges of all to access the library. We hope you will take time to discover all the advantages we have to offer.

In order to protect our property and extend the benefits of our facility, the Board of Trustees has established an Expected Behavior Policy. We invite all who use our library to become familiar with these rules and regulations.

Personal Conduct

To assure a secure destination for all to enjoy, the Library upholds an Expected Behavior Policy. A disruptive or unacceptable behavior is by definition any activity that interferes with the rights of staff or patrons of the Library. The Library prohibits any activity, including harassment and intimidating behavior that presents a threat or endangers life or property by willful or reckless behavior. Any mischief that creates a hazard or results in damage to persons or property, vandalism, or theft of library or personal property will result in action by the Library and may result in legal action.

Examples of Unacceptable Behavior:

- Loud or unusual noises, running, fighting, bullying, or horseplay
- Obstructing lobbies, passageways, elevators, offices, or the parking lot
- Public lewdness (e.g., any exposure of private parts of the body such as the method of wearing one's clothing; bathing in restrooms)
- Excessive public displays of affection
- Language or gestures that are crude, abusive or communicate sexually explicit messages
- Loitering (e.g, not actively engaged with the Library's collections or services, wandering the property without an apparent legitimate reason, disturbing others, sleeping).

Proper Use of the Facility

We maintain a facility that is convenient, safe, accessible, and aesthetically pleasing. All using the Library bear the responsibility to conduct themselves in a manner that upholds our standard of quality.

As a community center for cultural, information, and recreational pursuits in an educational environment, our policies emphasize its mission and exclude behaviors that might interfere with its use. Therefore, the Library prohibits:

- Solicitation for any personal or business gain (e.g., commercial, political), posting or distributing literature, and vending; requesting donations for charitable causes is prohibited unless prior approval is granted.
- Any behavior that misuses furnishings or equipment or could damage property.
- The lack of proper attire--no shirt, no shoes, no pants--no service!

Food and Drink Policy

No food or drink whatsoever is permitted on the upper level or in the areas of our collection. Small snacks or single serving beverage containers are permitted in the lower level in designated areas. When food or drink is consumed outside of the building, please dispose of food, containers, or other trash in receptacles to keep our grounds clean.

WCPL is a smoke-free, tobacco-free, alcohol-free, narcotics-free campus.

The Board of Trustees declared that using, distributing, or displaying any tobacco products is prohibited. Anyone choosing to use such products must do so in their vehicle or they must leave the property.

Any person on Library property is in violation of its policy regarding alcohol, narcotics, and controlled substances in the following cases:

- Use, possession, purchasing or selling or transferring alcohol, narcotics or any illegal or non-prescribed controlled substance.
- Intoxication or condition under the influence of alcohol, narcotics or any illegal or non-prescribed controlled substance

Also prohibited is possession of an illegal weapon or explosive device.

You can see a copy of the Expected Behavior Policy at all the library public service desks or view it at www.warsawlibrary.org under "About the Library".