

CELL PHONE USE POLICY

FAC-8

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Policy Statement

Jensen Memorial Library is committed to providing a welcoming environment conducive to study, reading, writing, and quiet contemplation. Customers have a right to use library services and materials without being disturbed or impeded by others. Noise from the use of cell phones and other audible devices is disruptive to the library environment and contributes to noise pollution in a public building.

Guidelines

For this policy, the term “Cell Phone” applies to all mobile phone or vocal communication devices. This includes, but is not limited to: flip phones, smart phones, tablets, laptops, handheld gaming devices, and mp3 players.

Regulations

1. Cell phones and other voice communication devices should be set to a non-audible signal upon entering the library.
2. Customers are asked to conduct cell phone conversations either in the lobby, public restrooms, or outside the library building.
3. Use of the Crane Room or the Heritage Room to conduct cell phone conversations is not allowed unless prior arrangements have been made.
4. For personal safety, customers are asked to take belongings with them when moving to make or take a phone call.
5. At their discretion, staff may allow customers to use cell phones at a computer if reading the computer screen is vital to the purpose of the phone call.
6. Loud cell phone rings and conversations may be interrupted by staff, and customers be asked to discontinue the conversation or leave the area.

If an appropriate verbal warning is ignored, the Director or Director’s designee reserve the right to ask the violator to leave the library if he/she continues using a cell phone in a prohibited area or disturbing others in the library