

Silver City Public Library Building Use Policies

The Silver City Public Library is open to all visitors. The following policies ensure the rights of the public to access the library and its resources.

The library is a department of the Town of Silver City, thus the library will follow all Town Ordinances pertaining to using and accessing the building. The library will also follow all New Mexico Statutes and Fire Codes pertaining to using and accessing the building.

Examples of ordinances, statutes, and codes that will be enforced by staff include, but are not limited to:

- The Town does not allow smoking, vaping, or eCigs in town buildings, therefore this is not allowed in the library.
- New Mexico statutes allow breastfeeding in public spaces where the mother is authorized to be present.
- The fire code requires stairways and entries to be free of any obstructions.

For a complete list of town ordinances, visit the following link, or request assistance from library staff to get copies of these ordinances.

https://library.municode.com/nm/silver_city/codes/code_of_ordinances

These rules have been formulated with the cooperation of the Town Attorney.

Activities or items not allowed in the building:

- Criminal activities in violation of federal, state, or local laws. Library staff may contact law enforcement authorities if a staff member reasonably suspects that a criminal offense has been committed on library premises.
- Activities that may damage the building, damage library property, or cause injury to visitors or staff. These activities can be considered a criminal activity.
- Harassment, including physical, sexual, or verbal abuse.
- Deadly weapons, except those allowed by law.
- Soliciting, panhandling, begging, or selling in the building or near the outside entrances.
- Shaving, bathing, washing, or cutting hair in any parts of the building.
- Sleeping, the appearance of sleeping, and lying down; except for children age three and under, who may sleep.
- Any behavior, including noise, that disturbs other users or employees of the library so as to disrupt their use of the library or their work.
- Refusing to follow the reasonable directions of library employees.
- Running.
- Bicycles and scooters.
- Open beverage containers. Containers must have lids.
- Unattended belongings left for long periods of time. The library is not responsible for unattended belongings.

- Inappropriate attire. Shirts and shoes must be worn in the building at all times. Children age three and under may go without shoes, but parents/caregivers are responsible for the safety of their children if they allow them to go without shoes.
- Food. Visitors using the large meeting room may be allowed to have food with prior approval from a library supervisor. Children age three and under may have simple snacks.

Library employees may ask visitors who violate these rules to leave the building, and if deemed necessary, these visitors could be banned from the library. If visitors refuse to cooperate, law enforcement may be called.

Silver City Public Library Child Behavior and Supervision

All children are welcome in the library.

The Responsibility for the safety and behavior of children in the library rests with the parent or caregiver and not with the library staff.

Children under the age of eight must have a parent/caregiver in the same area of the library as the child. If taking the place of a parent, the caregiver must be at least 12 years old and know emergency contact information.

When children are unaccompanied by a parent or caregiver, parents are still responsible for the actions and safety of their children.

The children's area of the library is reserved for children, their parents or caregivers and adults interested in children's literature, such as teachers and college students taking children's literature classes. Adults who are unaccompanied by a child or children in the children's area of the library may be questioned by staff and may be asked to move to another area of the library.

Children's Rules of Conduct in All Areas of the Library

This includes, but is not limited to the following:

Parents or caregivers are responsible for picking up toys and other materials used by their child.

If a screaming child or crying infant cannot be quieted, the parent or caregiver may be asked by staff to remove the child from the building.

Staff members will address parents and caregivers when the children in their care do not conform to these guidelines. Children who are disturbing other patrons may be asked to leave the library.

If the unacceptable behavior continues, the child may lose his/her library privileges and may be banned the library for an amount of time to be determined by library supervisors. The parent will be informed of this action in writing.

Staff Procedures for Unattended Children

Staff will comfort children left unattended if they are frightened or crying.

If it is determined that a child is lost or left unattended, a staff member will try to identify and locate or contact the parent or caregiver.

When the parent or caregiver is located or contacted they will be informed of the Library's policy and asked to either join the child or to pick the child up as soon as possible. If library staff are unable to contact the parent or caregiver, law enforcement will be called upon to take responsibility.

A staff member will stay with the child until a parent, caregiver, or law enforcement officer arrives to take over the responsibility.

Parents or caregivers should be aware of library closing times. If a child is in the library after hours, library staff may attempt to contact a parent or caregiver but may also immediately contact law enforcement. A staff member will not take a child away from library property unless there is an emergency evacuation. Library staff will not transport children to another location in a vehicle.

It may be necessary for the library to close, without prior notice, due to unusual or emergency situations. Unaccompanied children must be able to contact a parent or caregiver, or know their contact information, to arrange pick-up in an emergency.

Teen Room Rules of Conduct

The Silver City Public Library welcomes all young adults to use our Teen Room and its resources. Our services and programs are offered to encourage teens to visit the library, to offer a safe space to hang out, and to help teens develop a love of books, reading, and libraries.

The room is restricted to young adults from 12 to 19 years of age.

Parents and caregivers are allowed in the Teen Room to check on the youth, but parents and caregivers are not allowed to stay in the Teen Room.