

9.24 Open Records

The library's records are available to the public in accordance with K.S.A. 45-215 et seq. To inspect and obtain copies of public records which are not exempted from disclosure by a specific law, a patron may request assistance from the library's director. Records will be produced as soon as possible and always within the 3-day period specified by law. To insure accurate response, a document copy request must be written and legible. Reasonable fees, not exceeding actual cost, may be charged for access to records, copies of records, and staff time for processing requests.

9.25 Exhibits and Displays

Exhibits and displays in the library will be determined by the director and library staff. Library personnel will make every effort and take every precaution for the safety of material in the library. The library will not be held liable for damaged or stolen property.

9.26 Americans with Disabilities Compliance

The Tonganoxie Public Library is handicap accessible and upholds the provisions of the Americans with Disabilities Act of 1990.

9.27 Patron Behavior

CODE OF BEHAVIOR

1. Alcoholic beverages, illegal drugs, firearms or other weapons are not permitted in the library or on the grounds.
2. Smoking is not permitted in the library.
3. Food and drink are permitted only in the library meeting rooms during scheduled meetings.
4. Animals are not permitted in the library, except, for those needed to assist a patron with a disability or for use in a library sponsored program that has been authorized by the library director.
5. Behaviors and/or conditions that may be considered disruptive to library users or staff is not allowed and will be addressed by the library director at his/her discretion.
6. Abusive or obscene language is not allowed in the library.
7. Shoes and shirts must be worn in the library.
8. Rollerblades and shoes with cleats may not be worn in the library.
9. Privileges may be limited for damaging library property, stealing library materials, or harming library users or staff.

9.28 Disruptive Patrons

A patron whose behavior is disruptive to other library patrons may be asked to leave the library premises. A patron who refuses to leave under these circumstances is trespassing. The staff member handling the problem should first seek assistance from the director. Further action will be to seek assistance from the police, if needed.

Individual access will be restricted only when effective access by others is hindered. The Board of Directors and the Library Director will take all measures available to provide a resource center that is friendly, helpful, and safe for ALL patrons.

9.29 Behavioral Standards for Children