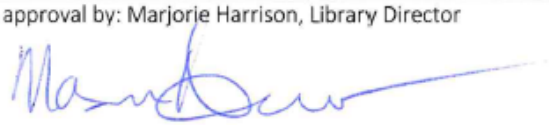
ANCHORAGE PUBLIC LIBRARY

PATRON CODE OF CONDUCT

Effective Date: 11/23/2026	Approval Date: 10/30/2026
Supersedes P&P: Patron Code of Conduct	Previous version dated: 04/20/2026
Final approval by: Marjorie Harrison, Library Director 	

PURPOSE

Anchorage Public Library (APL) welcomes the whole community to use and enjoy our libraries. To ensure that all visitors have a safe and enjoyable experience, we have the following expectations.

All people using library services are entitled to:

- use library resources and services without discrimination
- receive friendly and respectful service
- expect free and equal access to information
- enjoy a clean and safe environment
- make proper use of the library and its resources without interference

POLICY

All patrons are expected to follow this Patron Code of Conduct. It applies to every location at which the Library provides services, including, but not limited to, on Library property, at outreach events, and through electronic communications and forums (website, social media, phone, chat, and email). Parents, guardians, and caregivers are responsible for the safety and behavior of children or dependents in their care. Children under the age of 8 must be actively supervised by a responsible person age 14 or older.

Library patrons are expected to:

- be safe
- be respectful of other patrons and Library Staff
- be respectful of Library property
- follow the directions given by Library Staff
- Comply with Library policies and obey the law

Individuals with disabilities may request reasonable assistance by calling 907-343-4480 or emailing ada@anchorageak.gov.

PROHIBITED BEHAVIOR

Use of Library Spaces

1. Unattended items, items blocking exits, items that violate fire code, or items that block other patrons' ability to use the Library or staff's ability to serve others.
2. Posting, displaying, or distributing signs, banners, or printed materials except as approved by the Library Director or Facilities Administrator or their designee or as outlined in the *Facility and Grounds Use Policy*.
3. Bringing bicycles, shopping carts, or other large, wheeled conveyances inside library buildings.
    a. Wheelchairs, strollers, and mobility devices are only permitted if being used as transportation for, or as a mobility device by, an adult or child.
    b. Skates, skateboards, sleds, scooters, hoverboards, and other similar devices must be carried while on library property. Bicycles must be stored in designated bicycle racks.
4. Bringing any animal into library facilities, except for service animals in compliance with the ADA (Americans with Disabilities Act).
5. Misuse or abuse of Library materials, equipment, furniture, facilities, or grounds, including littering, or moving furniture without staff permission.
6. Using the restrooms or other Library facilities for bathing, shampooing, or laundry.
7. Refusal to remove an illegally parked vehicle when requested by Staff or Security.
8. Trespassing by being in the library outside of Library operating hours or being in nonpublic areas.
9. Charging personal items except those devices used for library related purposes (ie phone, tablet or personal computer, e-reader, etc).

Personal Conduct

10. Failure to wear footwear or clothing covering both your upper and lower torso.
11. Eating, drinking, or displaying open food or open liquid containers in the library facilities outside of designated snack areas.
12. Sleeping, or the appearance of sleeping.
13. Body odor, lack of hygiene, visible infestation, or other strong odors.
14. Spitting or expelling bodily fluids outside of toilets, urinals, or sinks.
15. Breaking rules in the *APL Computer and Internet Use Policy*.

Disruptive Behavior

16. Loud behavior, including sound audible to other people from headphones or speakers.
17. Disruptive or threatening behavior that interferes with another patron's ability to use the library.
18. Soliciting.
19. Failing to supervise dependent adults and children.
20. Using abusive, obscene, or insulting language.
21. Impeding evacuation or refusing to exit the building during a safety evacuation.
22. Refusal to follow Library Staff or Security instructions.
23. Unwanted or illicit interactions with minors.
24. Watching, viewing, broadcasting, displaying, or listening to pornographic material in a manner that others can perceive, including through personal electronic devices or printed materials.

Severe Behavior – All behaviors that are prohibited by municipal, state, or federal laws are prohibited within the library.

25. Entering a library facility or grounds while trespassed.
26. Failure to follow local or state emergency orders when activated.
27. Smoking, vaping, chewing, rolling, or preparing, or other tobacco or cannabis use in violation of Municipal code or State Law.
28. Displaying, using, or being under the influence of alcohol or drugs, other than drugs lawfully prescribed to the patron in possession of them.
29. Flourishing or discharging a firearm or dangerous weapon.
30. Harrassing, threatening or violent behaviors: verbal, physical, sexual, written, or visual (including using library technology to threaten or stalk any person).
31. Damage to or theft of other patrons' personal property or Library property.
32. Offensive touching and obscene acts.

ENFORCEMENT

Library staff, APL's security contractor, or the Anchorage Police Department (APD) may engage with patrons who violate this Code of Conduct. Library Staff, contracted security personnel, or APD officers may ask individuals who violate this Code of Conduct to leave the premises. A patron's failure to follow APL policy or library staff's directions could result in restriction of library privileges, immediate removal from the premises, trespass from the Library for a minimum of one day, or arrest and prosecution for violation of criminal law.

Patrons may be given written or verbal notice that they have been trespassed for a violation of this code of conduct.

The same or similar violations within one year may result in increased consequences.

Restrictions apply to all Library locations and services within the Library system.

The trespass term, if any, is decided by the Person in Charge in consultation with Library Staff or by contracted security personnel with knowledge of the violation of this Code of Conduct based on the Guidance for Anchorage Public Library Staff Interacting with Patrons Violating the APL Patron Code of Conduct.

Information about violations of the code of conduct, including information about the people involved, may be stored in an electronic database for reference of library staff and contracted security staff. This information will be used when evaluating the length of trespasses and tracking repeated violations.

APPEAL PROCESS

If a patron wishes to appeal a trespass, they may appeal the action by writing to the Library Director. The Library Director will provide a written response within 15 business days.

REFERENCES

13 AAC 50
28 CFR § 35.136 Service animals
AMC 8.25 – Weapon offenses
AMC 8.45.010 - Trespass
AMC 14.70.090 Misuse and abuse of library material
AMC 16.90.010 – Smoking in municipal structures
AS 17.38.040 – Public consumption banned, penalty

DISCLAIMER

This Patron Code of Conduct is not intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the Municipality of Anchorage, its departments or entities, its officers, employees, or agents, or any other person.

The Patron Code of Conduct does not assure patrons of their safety at APL facilities or events. It is not intended to, and does not, guarantee the safety of any person or their property while using APL facilities, engaging with APL employees, or attending APL events.

DEFINITIONS

Harassment: Words, conduct, or action, usually repeated or persistent, directed at a specific person that annoys, alarms, or causes substantial emotional distress to that person and serves no legitimate purpose; purposeful vexation.

Person in Charge (PIC): the PIC is generally a librarian or supervisor assigned as the point of contact for building or system-wide issues. In case of emergency, the PIC directs the response until relieved by the Library Director or their designee or at the end of the emergency, whichever happens first.

Trespassing: entering or remaining on someone else's property without their permission or the right to do so.

ANNUAL REVIEW DATE AND LEAD REVIEW RESPONSIBILITY

Reviewed annually in the first quarter by the Leadership Team at Anchorage Public Library. The review of the Patron Code of Conduct is led by the APL Facility Manager.

Recommended for approval by: Anchorage Public Library Code of Conduct committee

Approved by: Marjorie Harrison, Library Director

List reviews and/or edits for the previous 10 years.

Review Date	Review Agency	Review/Edit
10/3/29/2026	Municipal Attorney	Review and Edit
10/15/2026	Library Code of Conduct committee, Library Leadership Team, Library Supervisors	Review and edit
2/3/2026	Library Operations Team, Library Advisory Board, & Library Leadership Team	Edited
4/21/2021	Library Code of Conduct Committee	Edited
2017	Library Code of Conduct Committee	Edited