

Harlan Community Library

Health & Safety Policy

(Accepted by the library board of trustees on 09/09/2019)

It is the responsibility of the Harlan Community Library to maintain a healthy and clean environment for all Library patrons and to protect the City's and taxpayer's investment in Library collections, equipment, and property. In order to fulfill this responsibility, the Library may restrict a patron's ability to borrow materials and/or to visit Library property when such use may jeopardize the health and cleanliness of Library facilities, collections, users, and/or staff.

Examples of situations where borrowing of materials may be suspended include but are not limited to:

- Evidence that items checked out to a patron may have been returned with insects that are known to be damaging to library materials, such as roaches and silverfish.
- Evidence that items checked out to a patron may have been returned with insects that can result in pest infestations in library facilities, such as bed bugs or roaches.

Examples of situations where access to Library facilities may be suspended include, but are not limited to:

- Patrons or patron's possessions with fleas, lice, or bed bugs
- Patrons whose person or clothing is covered or stained with urine or feces

Should it become necessary to suspend Library privileges of a patron in order to protect Library collections, facilities or other users, notification of the suspension will be made by the Library Director.

Access to facilities and borrowing will be restored when the suspended patron demonstrates that the situation that caused the loss of privileges has been remedied. For cases of insect infestations, an invoice from a licensed pest company will be required to restore privileges. Any Library patron that has privileges suspended under the terms of this policy may request a re-evaluation of the suspension by the Library Board at their next scheduled monthly meeting.