

Cobb County Public Library Rules for Patrons

Approved: January 26, 2009; March 28, 2011; October 24, 2011; October 28, 2013, June 23, 2014,
August 22, 2016, August 27, 2018

The Cobb County Public Library exists for all who wish to read and study in peaceful, safe, and attractive surroundings. To ensure the maintenance of a pleasant environment, and to protect the resources of the Library, the Library Board of Trustees has established the following rules defining appropriate behavior of those who use the library.

In any facility of the Cobb County Public Library the following behaviors are not allowed:

- **Using cell phones, pagers, or any electronic device in a manner that disturbs other patrons. (See “Cell Phone and Other Electronic Devices Policy”)**
- Consuming food in the Library. Beverages must be in closed covered containers
- Disruptive behavior, including but not limited to loud talking, playing music, making noise or offering unsolicited advice.
- Using audible devices without headphones or earbuds or with headphone or earbud sets at a volume that disturbs others
- Physically or verbally harassing/intimidating staff, volunteers, or other patrons, including stalking, staring, or lurking.
- Inappropriate use of County or Library property in facilities or on the grounds, including computer software and hardware, copiers, printers, and other equipment.
- Disturbing other people by the display of offensive materials
- Solicitation
- Use of abusive or obscene language
- Leaving children age 9 and under unattended in the library
- Leaving children or young adults 16 years of age and under on library property after closing
- Sleeping or lying down in the Library; having feet on furniture
- Using restrooms for bathing or doing laundry
- Failure to wear shoes or shirt
- Bringing animals into the library except service animals that assist the disabled
- Leaving personal items unattended (Library is not responsible for patrons’ personal items.)
- Leaving vehicles (cars, trucks, trailers, recreational vehicles, or similar vehicles) unattended on library property overnight without library approval. Abandoned vehicles will be towed at owner’s cost.
- Establishing camp sites on Library grounds
- Skateboarding, rollerblading, skating, or bicycling in the parking lot, building or sidewalks
- Use of tobacco products
- Use or possession of alcohol
- Use, possession, or selling of controlled substances
- Leaving animals unattended or tethered in areas that would obstruct public walkways or entrances
- Refusing to comply with staff request to cease behavior that interferes with the operation of the Library or other patrons

The following behaviors in the Library are in violation of the Georgia Code:

- Defacing, vandalizing, or damaging Library Property (20-5-52)
- Entering unauthorized areas of the Library or failure to leave the Library when closing is announced (16-7-21)
- Intoxication (16-11-41)
- Fighting (16-11-32)
- Bringing in or possession of explosive compounds, guns, or knives, unless in accordance with OCGA 16-11-127
- Public Indecency (16-6-8)

Anyone violating Library Rules will be asked to stop the inappropriate behavior and/or asked to leave the Library premises. Violators who refuse to leave the Library may be arrested and prosecuted for criminal trespass (Official Code of GA 16-7-21). Anyone violating the Georgia Code, or any local laws or ordinances will be reported to the police without prior notice.

**Rules for Patrons
Procedures for Staff**

Lost and Found

- Items left in the library or turned in to a public service desk should be dated and stored for four (4) weeks.
- If there is legible identification, the library will attempt to contact the owner.
- If it can be determined that the patron has a library card, a note, indicating the date item was found and a brief description will be put in the patron's record.
- Unclaimed items will be disposed as the library sees fit.

Abandoned Vehicles

- Library staff should write down the make and color of the vehicle, license tag number and expiration date, location in the parking lot, and how long the vehicle has been in the parking lot.
- Put a note on the car explaining policy for abandoned vehicles.
- Call non-emergency police number to report the vehicle in the lot after 36 hours.
- Call Company Wrecker Service (770-427-7700), if vehicle is still in lot after 48 hours and owner has not notified library.