



**AGENDA**  
**WATAUGA LIBRARY BOARD**  
**REGULAR MEETING**  
**CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD**  
**TUESDAY, JANUARY 13, 2026**  
**6:00 PM**

**CALL TO ORDER**

**ROLL CALL**

**ANNOUNCEMENTS**

**PRESENTATIONS**

**PUBLIC COMMENT** This is an opportunity for citizens to address the Council on items not posted on the current meeting agenda. Only those who have submitted a proper "Request to Speak Form" shall be permitted to speak. Citizens should provide their name and address for the record and will have no more than 3 minutes to speak. If representing an organization or group, the speaker should identify who they represent. Those wishing to speak are reminded 1) All comments are to be directed to the Council. 2) Be respectful of others. 3) No profanity permitted. 4) Violators will be removed from the premises. No discussion by the Council or Staff is allowed except to correct factual inaccuracies or request that the item be placed on a future agenda.

**PUBLIC TESTIMONY FOR ACTION ITEMS** This is an opportunity for citizens to address the Council on current agenda action items (excludes presentations and reports). Only those persons who have submitted a proper "Request to Speak Form" will be allowed to speak. Citizens will be required to state their name and address for the record. They have up to 3 minutes to speak, and their comments must be germane to the item. If speaking for an organization or group, the speaker should identify the group represented. Council members may ask questions or discuss the item with the citizens directly.

**REPORTS FROM STAFF**

1. Library Director's Report  
**Lana Ewell, Director of Library Services**

**CONSENT AGENDA** All of the items on the consent agenda are considered to be self-explanatory by the Council and will be enacted with one motion, one second, and one vote. There will be no separate discussion of these items. Any council member wishing to pull an item may do so.

1. **Consider action on July 8, 2025, Library Board Meeting Minutes**  
**Linda Proskey, City Secretary**

## **ACTION ITEMS**

1. Discuss and select the following officers:  
Chairperson  
Vice Chairperson  
Secretary
2. Consideration and action on amendments to the Study Room Policy.  
**Lana Ewell, Director of Library Services**
3. Consideration and action on amendments to the Patron Behavior Policy  
**Lana Ewell, Director of Library Services**

## **ITEMS FOR FUTURE AGENDAS**

## **ADJOURNMENT**

### **NOTICE**

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS OR INTERPRETIVE SERVICES MUST BE MADE 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (817) 514-5825 OR FAX (817) 514-3625 FOR FURTHER INFORMATION.

I, Linda Proskey, City Secretary for the City of Watauga, hereby certify that this agenda was posted on the bulletin boards at City Hall, 7105 Whitley Road, Watauga, Texas, on January 6, 2026, before 5:00 p.m., in accordance with Chapter 551 of the Texas Government Code.

/S/ Linda Proskey  
City Secretary





## AGENDA MEMORANDUM

**DATE:** December 27, 2025  
**TO:** Library Board Members  
**FROM:** Lana Ewell, Director of Library Services  
**SUBJECT:** Library Director's Report

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**BACKGROUND/INFORMATION:**

The Library Director will give the bimonthly library report.

**FINANCIAL IMPLICATIONS:**

NA

**RECOMMENDATION/ACTION DESIRED:**

NA

**ATTACHMENTS/ SUPPORTING DOCUMENTATION:**

1. 1. 2025 October Library Advisory Board Monthly Report
2. 2. 2025 November Library Advisory Board Monthly Report

**REVIEWED BY:**

Lana Ewell, Director of Library Services  
Sandra Gibson, City Manager  
Linda Proskey, City Secretary  
*Approved as to form for inclusion on Agenda*

Approved - 12/27/2025  
Approved - 12/31/2025  
Final Approval - 1/2/2026

# Watauga Public Library C.A.R.E.S.

OCTOBER 2025



Library Mystery Night



Town Hall Meeting at the Library

# Civic / Community Engagement / Cultivating Community/ Digital Inclusion / Economic Development / Job Skills

- ◆ Curbside Service continues.
- ◆ The Circulation Staff receives and processes print jobs sent from patrons' home or library computers.

## Adult Services Librarian Dana Harper & staff have created the following online classes & events to reach out to our public:

### Adult Events Attendance:

- ◆ All about Tarantulas 32
- ◆ Any-Book Book Club 6
- ◆ Around the World in 80 graves 18
- ◆ Art Club with Charlie Trotter 14
- ◆ Baking in North Texas (TCU) 36
- ◆ Color Me Calm 7
- ◆ Grim Reader's Book Club 8
- ◆ Halloween Bash (Outreach) 281
- ◆ Job Fair 54
- ◆ Knitting /Crochet(4 sessions) 39
- ◆ Library Mystery 31
- ◆ Plant and Seed Exchange 31
- ◆ Snack Cake Tasting Class 31
- ◆ Senior Jamboree (Outreach) 95
- ◆ Well-Read Book Club 14



Job Fair



Baking in Texas TCU



Grim Reader's Book Club



Snack Cake Tasting Class

## Early Childhood Literacy / Family Development & Enrichment

### Youth Programs (in person):

- ◆ Mother Goose: (3) 33
- ◆ Music & Movement: (4) 99
- ◆ Sensory Play time: (1) 14
- ◆ Storytime: (17) 655

### Youth Programs (in person):

- ◆ Manga & Munchies: (1) 0
- ◆ Teen Fiber Arts Club: (4) 6
- ◆ Teen Halloween After Hours (1) 20

### Special Programs (in person):

- ◆ Crafter Exploration: (1) 12
- ◆ Easy Readers Book Club: (0) 0
- ◆ Family Book Night (0) 0
- ◆ Halloween Costume Swap: (1) 101
- ◆ Homeschool Art Club: (1) 18
- ◆ Homeschool Science Fair: (1) 69
- ◆ Homeschool Tween Writing: (2) 16
- ◆ Homework Help: (4) 6
- ◆ Lego Challenge Club: (1) 17
- ◆ Ms. Frida Therapy Dog: (0) 0
- ◆ Pokémon Club: (4) 49
- ◆ Scavenger Hunt: (1) 204
- ◆ Tummy Time Crafts: (1) 6



Princess in Black

Tarantulas

Costume Swap

Teen After Hours Halloween

Candy Parade



**WATAUGA PUBLIC LIBRARY-REPORT SUMMARY**  
**Monthly Report - October, 2025**

<b>DEPARTMENT TOTALS</b>	<b>Current Month</b>	<b>This Month Last Year</b>	<b>Year to Date 2025-26</b>	<b>Year to Date 2024-25</b>
Circulation Total	17,540	17,391	17,540	17,391
Total in Collection	N/A	N/A	117,348	118,159
Programs	89	76	89	76
Program Attendance	2,440	2,457	2,440	2,457
Cards Issued	130	128	130	128
Library Visits	9,924	7,947	9,924	7,947
Notary Service	N/A	N/A	N/A	N/A
Reference & Directional Transactions	1,427	1,107	1,427	1,107
Study Room Usage (hours)	596	640	596	640
Volunteer Hours	200	98	200	98
Webpage Views	2,070	2,120	2,070	2,120
<b>CIRCULATION SERVICES</b>	<b>Current Month</b>	<b>This Month Last Year</b>	<b>Year to Date 2025-26</b>	<b>Year to Date 2024-25</b>
Adult Books	1,098	1,165	1,098	1,165
Youth Books	4,805	4,618	4,805	4,618
Adult Books on CD	54	74	54	74
Youth Books on CD	62	68	62	68
Adult DVDs	531	652	531	652
Youth DVDs	431	462	431	462
Adult Kits	2	1	2	1
Youth Kits	69	30	69	30
Music CDs	28	44	28	44
Periodicals	56	30	56	30
Playaways - Youth	N/A	N/A	N/A	N/A
Video Games	103	80	103	80
Digital Circulation	1,452	1,132	1,452	1,132
Checked out to MetroShare Libraries	1,947	2,355	1,947	2,355
Renewals	6,902	6,680	6,902	6,680
<b>TOTAL CIRCULATION</b>	<b>17,540</b>	<b>17,391</b>	<b>17,540</b>	<b>17,391</b>
Hold/Requested Items Processed	2,740	2,936	2,740	2,936
Interlibrary Loan Requests (TexShare)	113	117	113	117
Curbside checkout transactions	3	0	3	0
Curbside-Misc. services	174	164	174	164
Self-Check Out-Items Checked Out	5,016	4,814	5,016	4,814
Revenue Collected	\$ 1,330.89	\$ 1,450.77	\$ 1,330.89	\$ 1,450.77
<b>ADULT SERVICES</b>	<b>Current Month</b>	<b>This Month Last Year</b>	<b>Year to Date 2025-26</b>	<b>Year to Date 2024-25</b>
Number of Programs	37	24	37	24
Program Attendance	750	723	750	723
Volunteer Hours	52	21	52	21
Internet Users	1,162	648	1,162	648
<b>YOUTH SERVICES</b>	<b>Current Month</b>	<b>This Month Last Year</b>	<b>Year to Date 2025-26</b>	<b>Year to Date 2024-25</b>
Number of Programs	52	52	52	52
Program Attendance	1,690	1,734	1,690	1,734
School Visits	2	1	2	1
Volunteer Hours	148	77	148	77
Youth Computer Users	657	597	657	597
<b>TECHNICAL SERVICES</b>	<b>Current Month</b>	<b>This Month Last Year</b>	<b>Year to Date 2025-26</b>	<b>Year to Date 2024-25</b>
Material Items Received	120	120	120	120
Materials Added	332	636	332	636
Materials Withdrawn	132	369	132	369

NOVEMBER 2025



Indie Author Day



Ancient Roman Sculpture Class

## Civic / Community Engagement / Cultivating Community/ Digital Inclusion / Economic Development / Job Skills

- ◆ Curbside Service continues.
- ◆ The Circulation Staff receives and processes print jobs sent from patrons' home or library computers.

**Adult Services Librarian Dana Harper & staff have created the following online classes & events to reach out to our public:**

### Adult Events Attendance:

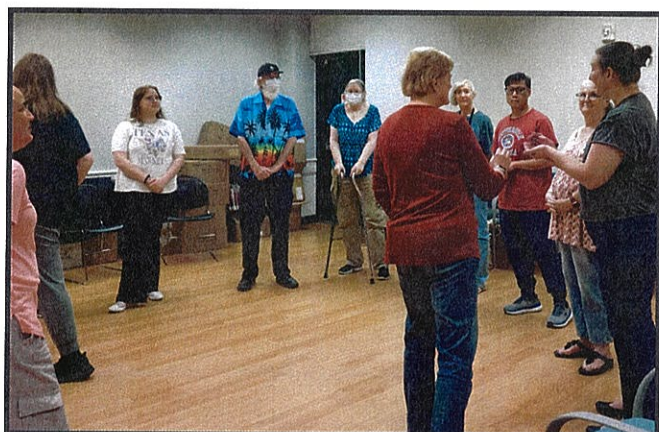
- ◆ Ancient Roman Sculpture Art Class 20
- ◆ Any-Book Book Club 6
- ◆ Art Club with Charlie Trotter 27
- ◆ Book Club for the Morbidly Curious 6
- ◆ Color Me Calm 6
- ◆ De-stressing the Holidays 19
- ◆ ESL Classes (6 sessions) 18
- ◆ Friends of the Library Meeting 12
- ◆ Hands-on-History 8
- ◆ Improv with Stage West 11
- ◆ Knitting /Crochet(4 sessions) 47
- ◆ Meditation (2 classes) 9
- ◆ Well-Read Book Club 12



Art Club



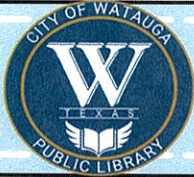
De-stressing



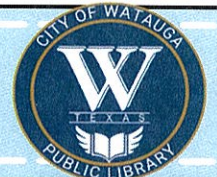
Improv with Stage West



Well-Read Book Club



## Early Childhood Literacy / Family Development & Enrichment



### Youth Programs (in person):

- ◆ Mother Goose: (2) 15
- ◆ Music & Movement: (3) 35
- ◆ Sensory Play time: (0) 0
- ◆ Storytime: (16) 563

### Youth Programs (in person):

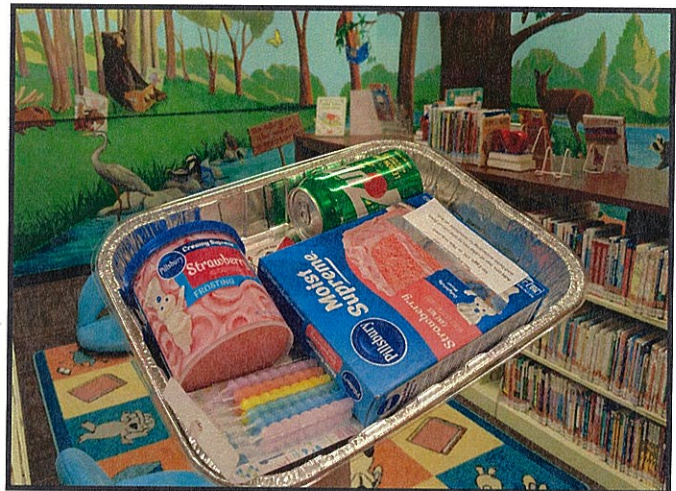
- ◆ Homework Help: (3) 6
- ◆ Manga & Munchies: (1) 10
- ◆ Teen Fiber Arts Club: (2) 11
- ◆ Pumpkin & Karaoke (1) 21

### Special Programs (in person):

- ◆ Baby & Toddler Item Swap: 376
- ◆ Crafter Exploration: (1) 7
- ◆ Easy Readers Book Club: (1) 7
- ◆ Family Book Night (1) 13
- ◆ Homeschool Art Club: (1) 15
- ◆ Homeschool Tween Writing: (2) 16
- ◆ Homework Help: (4) 6
- ◆ Indie Author Day: (1) 50
- ◆ Lego Challenge Club: (1) 9
- ◆ Ms. Frida Therapy Dog: (0) 0
- ◆ Pokémon League: (4) 71
- ◆ Scavenger Hunt: (1) 127
- ◆ Tummy Time Crafts: (1) 6
- ◆ Young Readers Book Club:(1) 13



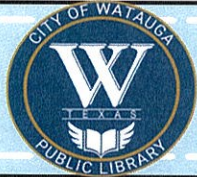
Indie Author Gathering



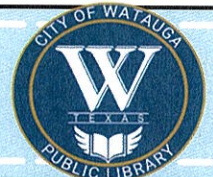
Cake Kit Donations



Homeschool Art Class



## Early Childhood Literacy / Family Development & Enrichment



### Youth Programs (in person):

- ◆ Mother Goose: (2) 15
- ◆ Music & Movement: (3) 35
- ◆ Sensory Play time: (0) 0
- ◆ Storytime: (16) 563

### Youth Programs (in person):

- ◆ Homework Help: (3) 6
- ◆ Manga & Munchies: (1) 10
- ◆ Teen Fiber Arts Club: (2) 11
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### Special Programs (in person):

- ◆ Baby & Toddler Item Swap: 376
- ◆ Crafter Exploration: (1) 7
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- ◆ Family Book Night (1) 13
- ◆ Homeschool Art Club: (1) 15
- ◆ Homeschool Tween Writing: (2) 16
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- ◆ Indie Author Day: (1) 50
- ◆ Lego Challenge Club: (1) 9
- ◆ Ms. Frida Therapy Dog: (0) 0
- ◆ Pokémon League: (4) 71
- ◆ Scavenger Hunt: (1) 127
- ◆ Tummy Time Crafts: (1) 6
- ◆ Young Readers Book Club:(1) 13



Indie Author Gathering



Cake Kit Donations



Homeschool Art Class

**WATAUGA PUBLIC LIBRARY-REPORT SUMMARY**  
**Monthly Report - November, 2025**

<b>DEPARTMENT TOTALS</b>	<b>Current Month</b>	<b>This Month Last Year</b>	<b>Year to Date 2025-26</b>	<b>Year to Date 2024-25</b>
Circulation Total	15,206	15,602	32,746	32,993
Total in Collection	N/A	N/A	117,220	118,245
Programs	69	109	148	139
Program Attendance	1,631	1,355	4,071	3,812
Cards Issued	99	98	229	226
Library Visits	7,234	5,890	17,158	13,837
Notary Service	N/A	N/A	N/A	N/A
Reference & Directional Transactions	986	946	2,413	2,053
Study Room Usage (hours)	548	557	1,144	1,197
Volunteer Hours	121	74	321	172
Webpage Views	1,722	1,683	3,792	3,803
<b>CIRCULATION SERVICES</b>	<b>Current Month</b>	<b>This Month Last Year</b>	<b>Year to Date 2025-26</b>	<b>Year to Date 2024-25</b>
Adult Books	911	1,149	2,009	2,314
Youth Books	3,551	3,960	8,356	8,578
Adult Books on CD	72	74	126	148
Youth Books on CD	32	35	94	103
Adult DVDs	627	525	1,158	1,177
Youth DVDs	360	292	791	754
Adult Kits	2	1	4	2
Youth Kits	52	27	121	57
Music CDs	35	58	63	102
Periodicals	13	24	69	54
Playaways - Youth	N/A	N/A	N/A	N/A
Video Games	110	47	213	127
Digital Circulation	1,368	1,088	2,820	2,220
Checked out to MetroShare Libraries	1,687	1,742	3,634	4,097
Renewals	6,386	6,580	13,288	13,260
<b>TOTAL CIRCULATION</b>	<b>15,206</b>	<b>15,602</b>	<b>32,746</b>	<b>32,993</b>
Hold/Requested Items Processed	2,477	2,236	5,217	5,199
Interlibrary Loan Requests (TexShare)	114	75	227	192
Curbside checkout transactions	1	0	4	0
Curbside-Misc. services	123	165	297	329
Self-Check Out-Items Checked Out	3,731	3,773	8,747	8,587
Revenue Collected	\$ 1,316.61	\$ 1,441.11	\$ 2,647.50	\$ 2,891.88
<b>ADULT SERVICES</b>	<b>Current Month</b>	<b>This Month Last Year</b>	<b>Year to Date 2025-26</b>	<b>Year to Date 2024-25</b>
Number of Programs	27	24	64	48
Program Attendance	205	207	955	930
Volunteer Hours	52	50	104	71
Internet Users	785	535	1,947	1,183
<b>YOUTH SERVICES</b>	<b>Current Month</b>	<b>This Month Last Year</b>	<b>Year to Date 2025-26</b>	<b>Year to Date 2024-25</b>
Number of Programs	42	85	84	91
Program Attendance	1,426	1,148	3,116	2,882
School Visits	0	0	2	1
Volunteer Hours	69	24	217	101
Youth Computer Users	567	458	1,224	1,055
<b>TECHNICAL SERVICES</b>	<b>Current Month</b>	<b>This Month Last Year</b>	<b>Year to Date 2025-26</b>	<b>Year to Date 2024-25</b>
Material Items Received	516	164	636	284
Materials Added	491	427	823	1,063
Materials Withdrawn	619	335	751	704



## AGENDA MEMORANDUM

**DATE:** January 6, 2026  
**TO:** Library Board Members  
**FROM:** Linda Proskey, City Secretary  
**SUBJECT:** Consider action on July 8, 2025, Library Board Meeting Minutes

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**BACKGROUND/INFORMATION:**

Library Board Meeting Minutes

**FINANCIAL IMPLICATIONS:**

None

**RECOMMENDATION/ACTION DESIRED:**

Respectfully recommend the Council review and take action on the item presented.

**ATTACHMENTS/ SUPPORTING DOCUMENTATION:**

1. Nov. 11, 2025-Library Draft Minutes

**REVIEWED BY:**

Sandra Gibson, City Manager

Linda Proskey, City Secretary

*Approved as to form for inclusion on Agenda*

Approved - 1/6/2026

Final Approval - 1/6/2026



## MINUTES

### WATAUGA LIBRARY BOARD REGULAR MEETING WATAUGA CITY HALL COUNCIL CHAMBERS TUESDAY, NOVEMBER 11, 2026 6:00 PM

#### CALL TO ORDER

Vice-Chairperson Neal called the meeting to order at 6:00 pm.

#### ROLL CALL

The meeting convened with the following members present:

Lindsey Neal	Vice-Chairperson/Place 1
Kristen Chapman	Secretary/Place 6
Samantha Ostendorp	Place 2
Sian Brannon	Place 3
Vacant	Place 4
Vacant	Place 5
Jessica Salyers	Place 7

and

Arthur Miner	Mayor
Mark Taylor	City Council Liaison
Lisa Benavidez	Assistant to the City Secretary
Lana Ewell	Director of Library Services
Jan Hill	Councilmember, Place 7

#### ANNOUNCEMENTS

There were no announcements.

#### PUBLIC COMMENT

No requests for public comment were received.

#### PUBLIC TESTIMONY FOR ACTION ITEMS

No requests for public testimony were received.

## REPORTS

### 1. Library Director's Report

Director Ewell began with a note of sympathy for the passing of long-time Board Chairperson Kip Woodruff and the mother of Senior Librarian Barbara Goss over the summer. Along with a wave of illnesses among the library staff, it made for a challenging summer. However, it was still a success by many metrics. The July, August, and September reports reflect a 6.2% increase in total circulation, a 14.41% increase in programs, and an 8.65% increase in library visits. Volunteer hours were up 85.1%.

Popular programs for the quarter included Harp Essence and the Brett Roberts Magic Show in July. August featured Metal Embossing, the Art Show Opening, and the Family Place event, which had 120 attendees. In September, the major events were the Plant and Seed Exchange and the Mexican Snack Tasting class. Family Fiesta had 421 attendees.

### 2. Trina Nosenzo, Updates to Study Room Policy

Ms. Nosenzo discussed the ongoing updates to all of the library policies. Seven have been completed, with six more to go. Next up will be the Reference Policy and the Internet Policy. The Study Room Policy update was completed by Ms. Nosenzo and Ms. Harper. The Board has been given the current policy, the proposed changes, and a clean copy.

Member Brannon asked why there needed to be a statement about the whiteboard markers, and Ms. Nosenzo explained why the statement was included. Member Brannon also asked for clarification on why the alcohol and tobacco rules were repeated in the Study Room Policy and was told that there may have been a particular reason, but that other policies were also scheduled for updates.

Member Ostendorf asked about the struck-through age limit language and was told that the study rooms will no longer have an age limit.

## CONSENT AGENDA

### 1. Consider action on July 8, 2025, Library Board Meeting Minutes

Member Brannon made a motion to approve the minutes as presented. Secretary Chapman seconded the motion.

Motion passed 5-0-0.

Ayes: Neal, Chapman, Brannon, Ostendorp, Salyers

Nays: None

Abstain: None

**ACTION ITEMS**

1. **Consider approval of "Watauga Public Library Long Range Plan 2026-2031.**

Member Brannon made a motion to approve the Long Range Plan as presented.  
Member Ostendorp seconded the motion.

Motion passed 5-0-0.

Ayes: Neal, Chapman, Brannon, Ostendorp, Salyers

Nays: None

Abstain: None

**ITEMS FOR FUTURE AGENDAS**

There were no items for future agendas

**ADJOURNMENT**

Vice-Chairperson Neal adjourned the meeting at 6:19 pm.

Approved: this \_\_\_\_\_ day of \_\_\_\_\_, 2026

Signed: this \_\_\_\_\_ day of \_\_\_\_\_, 2026

APPROVED:

\_\_\_\_\_  
Lindsey Neal, Vice Chairperson

ATTEST:

\_\_\_\_\_  
Kristen Chapman, Secretary



## AGENDA MEMORANDUM

**DATE:** December 23, 2025

**TO:** Library Board Members

**FROM:**

**SUBJECT:** Discuss and select the following officers:  
Chairperson  
Vice Chairperson  
Secretary

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### **BACKGROUND/INFORMATION:**

Sec. 2-183. - Officers. The officers of the board shall be a chairperson, vice-chairperson and a secretary. The officers shall be selected from the voting members of the board. The chairperson shall be permitted to vote on all issues coming before the board. At its first meeting in or after September of each year, the membership of the board shall determine by a majority vote the chairperson, vice-chairperson and secretary. Officers shall serve until the first meeting on or after September 1 of the following year. In the event of a vacancy of the chairperson, the vice-chairperson shall become the chair for the unexpired portion of the term, provided the vice-chairperson position is filled. If the vice-chairperson position is not filled at the time of a vacancy or incapacity of the chairperson, then the chairperson position shall be filled in accordance with subsection 2-183

(c)(2).

Vacancies that occur in the other offices shall be filled for the unexpired term by majority vote of the remaining board members.

Duties of the officers shall be as follows:

Chairperson.

Preside at all meetings.

Represent the board at public functions.

Appoint special committees.

Schedule meetings of the board, if other than the pre-established time, day or week of the month.

Provide an agenda for each meeting, including any item requested by any other board member or by the city manager, to the city secretary no less than 14 days prior to any meeting.

Vice-chairperson.

Assist the chairperson in directing the affairs of the board.

Act in the chairperson's absence.

Secretary.

Ensure the accuracy of the minutes of the board's meetings.



## **AGENDA MEMORANDUM**

Create, sign and maintain the minutes of the board's meetings.  
Provide the signed minutes to the city secretary within three working days following the meeting at which they are adopted.

### **FINANCIAL IMPLICATIONS:**

None

### **RECOMMENDATION/ACTION DESIRED:**

### **ATTACHMENTS/ SUPPORTING DOCUMENTATION:**

None

### **REVIEWED BY:**

Sandra Gibson, City Manager

Linda Proskey, City Secretary

*Approved as to form for inclusion on Agenda*

Approved - 12/31/2025

Final Approval - 1/2/2026

## CURRENT

### Study Room Policy

The Watauga Public Library offers six study rooms for patron use. Four of the rooms will accommodate a maximum of two persons. The remaining two rooms seats four individuals.

Study rooms are available when not reserved for library activities (ESL Tutors, etc.). These rooms are available on a first come, first serve basis.

A valid Watauga Public Library (WPL) or MetrOPAC card is required to use a study room. Specific room assignments will be made at the discretion of Library staff. If a Watauga resident does not already have a library card, they may request a Library card at the check-out desk upon presenting a current picture I.D. Anyone under 18 must be accompanied by a parent or legal guardian.

Study rooms may be used Monday thru Saturday for three (3) hours during the library's operational hours. The length of these sessions may be extended if no other patrons are waiting to use the room.

Requests for study rooms should be conducted in person at the Reference Desk.

The following uses are expressly prohibited of the Library study rooms: buying, selling, advertising, or trading products or services (other than education services or a paid tutor) for cash or other consideration (except in support of the Library).

Individuals requesting a study room must be at least 14 years of age and possess a valid WPL or MetrOPAC card. The person initiating the request must be present during the period of usage.

### REGULATIONS

- Room keys are barcoded and may be checked out to a patron's library account at the Reference desk. There is a non-refundable \$35.00 replacement fee if the key is LOST.
- After using the study rooms, patrons are required to restore the room to the state prior to usage, turn off the lights, lock the door, and return the key to the Reference Desk.
- A late fee of \$1.00 per day (up to \$35) will be charged if the key is not returned on the same day that it was checked out. Study room keys may not be duplicated.
- Do not use this room to store your personal belongings. If you need to use the public computers, or leave the room for an extended period of time, remove your possessions, and return your key to the Reference Desk. The library is not responsible for the loss of or damage to any equipment or materials owned or rented by an individual or group using the study rooms.
- Users of the Group Study Rooms must clean up after themselves and leave the room in good condition for the next users, including erasing the white board.
- The Library's Behavior Policy applies to study room use.

## CURRENT

- The Library reserves the right to refuse use of the rooms to individuals who do not comply with this policy.

## BEHAVIOR

- Users of the study rooms are responsible for leaving the rooms in a neat and orderly condition. Failure to do so may result in the denial of future requests to use a study room.
- Adults only will be issued whiteboard erasable markers if requested at the Reference Desk. Any damage caused by not using the proper marker will be the responsibility of the person checking out the room. Avoid marking the walls and furniture, and clean the whiteboard thoroughly with the wipes provided. These supplies must be returned to the Reference Desk.
- Individuals may be asked to leave if they disturb others or engage in destructive behavior. Rooms are not soundproof. Please be considerate.
- Users may not move tables and chairs into or remove them from a study room. No items shall be taped or tacked to any walls or windows.
- Windows or glass doors in the rooms may not be covered at any time.
- Rooms shall remain unlocked during use.
- No alcoholic beverages, tobacco products, or food may be used in any room. Only bottled water is allowed.
- Please return your key directly to a Reference staff member to ensure its prompt return.

Approved by the Watauga Library Board 9/29/2011

Approved by City Council 10/24/2011

## Study Room Policy

The Watauga Public Library offers six study rooms for patron use. ~~Four of the rooms will accommodate a maximum of two persons. The remaining two rooms seats four individuals.~~ Study rooms are **available on a first-come, first-served basis**. Study rooms are available when not reserved for library activities (ESL tutors, **events, classes**, etc.)

~~A valid Watauga Public Library (WPL) or MetrOPAC card is required to use a study room. Specific Requests for study rooms should be room assignments will be made at the discretion of made at the Reference Desk with the Library staff. If a Watauga resident does not already have a library card, they may request a Library card at the check-out desk upon presenting a current picture I.D. Anyone under 18 must be accompanied by a parent or legal guardian.~~

Study rooms may be used Monday through Saturday for three (3) hours during the library's operational hours. The length of these sessions may be extended if no other patrons are waiting to use the room. **Four of the rooms will accommodate a maximum of two people. The remaining two rooms comfortably seat four individuals and may accommodate up to six people. If an individual is using one of the larger study rooms, they may be asked to move to a smaller room to accommodate a group.**

**The library is not responsible for the loss of or damage to any equipment or materials owned or rented by an individual or group using the study rooms.**

~~Requests for study rooms should be conducted in person at the Reference Desk.~~

~~The following uses are expressly prohibited of the Library study rooms: buying, selling, advertising, or trading products or services (other than education services or a paid tutor) for cash or other consideration (except in support of the Library).~~

~~Individuals requesting a study room must be at least 14 years of age and possess a valid WPL or MetrOPAC card. The person initiating the request must be present during the period of usage.~~

## **REGULATIONS— Requirement for Use**

- Upon request at the Reference Desk, patrons will be asked to provide their name in exchange for a key. Room keys are ~~barcoded and may be checked out to a patron's library account at the Reference desk. There is a non-refundable \$35.00 replacement fee if the key is LOST.~~ tagged and will set off the security gate if taken out of the building. If keys are lost, a fee of \$5 will be charged or study room privileges will be revoked until the fee is paid.
- After using the study rooms, patrons are required to restore the room to the state prior to usage, turn off the lights, lock the door, and return the key to the Reference Desk.
- ~~A late fee of \$1.00 per day (up to \$35) will be charged if the key is not returned on the same day that it was checked out. Study room keys may not be duplicated.~~
- ~~Do not use this room~~ The room may not be used to store your personal belongings. If you need to use the public computers, or leave ~~If leaving~~ the room for an extended period of time, remove your all possessions, and return you're the key to the Reference Desk. The library is not responsible for the loss of or damage to any equipment or materials owned or rented by an individual or group using the study rooms.
- ~~Users of the Group Study Rooms must clean up after themselves and leave the room in good condition for the next users, including erasing the white board.~~
- The Library's Behavior Policy applies to study room use.
- ~~The Library reserves the right to refuse use of the rooms to individuals who do not comply with this policy.~~

## **BEHAVIOR**

## Proposed Draft

- Users of the study rooms are responsible for leaving the rooms in a neat and orderly condition. Failure to do so may result in the denial of future requests to use a study room.
- Adults only will be issued whiteboard erasable markers if requested at the Reference Desk. Any damage caused by not using the proper marker will be the responsibility of the person checking out the room. Avoid marking the walls and furniture, and clean the whiteboard thoroughly with the wipes provided. These supplies must be returned to the Reference Desk.
- Individuals may be asked to leave if they disturb others or engage in destructive behavior. Rooms are not soundproof. ~~Please be considerate.~~
- Users may not move tables and chairs into or remove them from a study room **as long as they return the room back to the way they found it.**
- No items shall be taped or tacked to any walls or windows.
  - ~~Windows or glass doors in the rooms may not be covered at any time.~~
  - Rooms shall remain unlocked during use. ??
  - No alcoholic beverages, tobacco products **are allowed. Covered drinks and packaged snacks are allowed. See Patron Behavior Policy for more details.** ~~or food may be used in any room. Only bottled water is allowed.~~
  - Please return ~~your~~ **the** key directly to a Reference staff member to ensure its prompt return.

**The Library reserves the right to refuse use of the rooms to individuals who do not comply with this policy.**

Approved by the Watauga Library Board 9/29/2011

Approved by City Council 10/24/2011

## Proposed Draft

Revised by Staff 2025

## Study Room Policy

The Watauga Public Library offers six study rooms for patron use available on a first-come, first-served basis. Study rooms are available when not reserved for library activities (ESL tutors, events, classes, etc.) Requests for a study room are made at the central desk with library staff.

Study rooms may be used Monday through Saturday for three (3) hours during the library's operational hours. The length of these sessions may be extended if no other patrons are waiting to use the room. Four of the rooms will accommodate a maximum of two people. The remaining two rooms comfortably seat four individuals and may accommodate up to six people. If an individual is using one of the larger study rooms, they may be asked to move to a smaller room to accommodate a group.

The library is not responsible for the loss of or damage to any equipment or materials owned or rented by an individual or group using the study rooms.

### Requirement for Use

- Upon request at the Reference Desk, patrons will be asked to provide their name in exchange for a key. Room keys are tagged, and an alarm will set off the security gate if taken out of the building. If keys are lost, a fee of \$5 will be charged or study room privileges will be revoked until the fee is paid.
- After using the study rooms, patrons are required to restore the room to the state prior to usage, turn off the lights, lock the door, and return the key to the Reference Desk.
- The room may not be used to store personal belongings. If you leave the room for an extended period, remove all possessions, and return the key to the Reference Desk. The library is not responsible for the loss of or damage to any equipment or materials owned or rented by an individual or group using the study rooms.
- The Library's Behavior Policy applies to study room use.

## Proposed Draft

- Users of the study rooms are responsible for leaving the rooms in a neat and orderly condition. Failure to do so may result in the denial of future requests to use a study room.
- Adults only will be issued whiteboard erasable markers if requested at the Reference Desk. Any damage caused by not using the proper marker will be the responsibility of the person checking out the room. Avoid marking the walls and furniture and clean the whiteboard thoroughly with the wipes provided. These supplies must be returned to the Reference Desk.
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- Users may move tables and chairs into or remove them from a study room as long as they return the room back to the way they found it.
- No items shall be taped or tacked to any walls or windows.
- Rooms shall remain unlocked during use.
- No alcoholic beverages, or tobacco products are allowed.
- Covered drinks and packaged snacks are allowed. See Patron Behavior Policy for more details.
- Please return the key directly to a Reference staff member to ensure its prompt return.

**The Library reserves the right to refuse use of the rooms to individuals who do not comply with this policy.**

Approved by the Watauga Library Board 9/29/2011

Approved by City Council 10/24/2011

Revised by Staff 2025

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## Patron Behavior Policy

Watauga Public Library has established this Behavior Policy to ensure that Library facilities are safe, welcoming, and provide equitable access to materials and services for all Library users.

Any activity that interferes with the rights of other patrons to use the Library, disrupts the normal functioning of the Library, could result in physical, emotional, or mental injury to oneself or others, or could result in damage to the facilities, equipment, or materials is considered disruptive and unacceptable behavior.

The Library reserves the right to require anyone who engages in disruptive behavior to leave the premises, the right to restrict privileges for a specified period of time, and the right to ban the individual from the Library for a specified period of time or permanently. Library staff may ask a patron to leave the premises with or without prior warning, depending upon the seriousness of the violation of these guidelines for behavior. In most cases, a staff member will notify the individual that he or she is in violation of the standards of conduct and will provide one verbal warning. Unlawful activities will be reported immediately to the police.

### **Disruptive behavior includes but is not limited to the following:**

- Abuse of Library Equipment, Furniture, and or Materials. Includes but is not limited to placing feet on tables and chairs, standing on furniture, mutilating or defacing books, media, or periodicals, and mistreating equipment or computers. Texas Penal Code 28.04.
- Abusive or Obscene Language or Gestures. Includes language or gestures that convey a sexually explicit message or are conveyed in a coarse or crude manner and any language that verbally abuses another individual, including staff and public, will not be tolerated.
- Animals. Only service animals, service animal trainees, assistance animals and animals that are part of a Library-sponsored program are permitted in the Library. Companion animals are pets and are excluded from Library facilities. Animals may not be left unattended outside the premises.
- Bedrolls, camping gear, storage bags, and shopping carts. These items will not be permitted in the Library. The Library reserves the right to search any container, which might contain Library materials.
- Bikes, Rollerblades, Skateboards, Skateshoes, and Scooters. Must not be ridden anywhere in the Library. Scooters do not refer to electric scooters used by the disabled. Bringing bicycles into the Library or parking bicycles in a manner that interferes with the free

passage of others is prohibited. Patrons can carry their skateboards into the Library, but they must be placed where no one will trip over the skateboard. Skateshoes are not to be used in the Library.

- Boisterous Behavior. Running, shouting, screaming, roughhousing, loud talking, and pushing will not be allowed.
- Cell Phones or electronic devices. The use of these devices can be disruptive to other customers. Phones should be placed on vibrate; conversations should not be conducted in public areas. It is permissible for calls to be taken/made in the Library foyer.
- Children left at the Library past closing. Children left past closing will be placed with the Police for their safety.
- Closing. Leave the Library at the designated closing time.
- Eating and Drinking. Use covered containers when bringing beverages into library building and comply with posted "No Food" and "No Drink" zones. No intoxicating beverages are permitted in Public Libraries. Individuals who are believed to be under the influence of narcotics or alcohol or who display disorderly conduct shall be requested to leave Library premises. Texas Penal Code 49.02. This section does not apply to breast feeding or bottle-feeding an infant (Tex. Health Code Ann. § 165.002).
- Entering Unauthorized (Staff) Areas. The public is not allowed access to non-public areas of the Library without specific permission.
- Excessive Displays of Affection. Includes any sexual conduct or physical contact deemed inappropriate for a public place.
- Fighting. Includes any type of fighting, whether real or pretend. Texas Penal Code 42.01.
- Harassing behavior. Harassing behavior to staff or public will not be tolerated.
- Hygiene. Maintain bodily hygiene in a manner that does not constitute a nuisance to other persons.
- Illegal Behavior. Acts which are subject to prosecution under criminal or civil codes of law are prohibited.
- Improper attire. Wear appropriate attire, including shirts, and shoes. No wet clothes or bathing suits are allowed. This applies to patrons of all ages.
- Internet. Internet users are expected to use the public computers responsibly, especially in avoiding images or text which may be offensive to others nearby or harmful to minors. See the Internet Acceptable Use Policy posted at all stations.

- Library Card. It is against Library policy to use someone else's Library card with or without their knowledge.
- Loitering. Defined as a person who wanders around the Library without apparent legitimate reason and disturbs other patrons.
- Loud crying children. Loud and prolonged crying or tantrums are disruptive. Please bring the child back when she/he is calm.
- Personal belongings. Attend to personal belongings. The Library is not responsible for personal belongings left in or on Library/City Property.
- Restrooms. Use restrooms only for their intended purpose. Bathing is prohibited.
- Sleeping. Pertains to habitual sleeping or those who are sprawled on furniture in a manner that is disturbing other patrons. See also Loitering.
- Smoking. The library is a non-smoking facility. This includes e-cigarettes and use of other tobacco products is also prohibited. Texas Penal Code 28.04.
- Solicitation. Includes selling anything for personal gain or a charitable cause, begging, panhandling, or circulating petitions among other patrons and staff members. This includes leaving stacks of non-Library related materials on tables, shelves, in books, etc. with the purpose of business advertising.
- Theft. Wrongfully takes, obtains, or withholds Library property. Texas Penal Code 31.03.
- Threats of Violence. All threats of violence (whether an imminent threat or a threat of future violence) and/or endangering behavior towards Library staff, patrons, or others are prohibited. Any threats, behavior or acts, which may appear to be a danger to life or safety to one or others, are also prohibited. All threats, behavior, or acts described will be reported to the Police.
- Unattended Children. Abandoning and leaving unsupervised children. Children ages eight and under shall not be left unattended in the Library. Texas Penal Code 22.041(c).
- Voyeurism and Peeping. Lewd behavior such as indecent exposure, voyeurism, sexual advances, etc. will be reported to the Police. Texas Penal Code 42.01.
- Weapons. The Library will comply with the Texas Open Carry Law:
  1. It is illegal for the general public to carry a handgun, whether concealed or not, in a public place unless they have a special license to carry (Texas Penal Code 46.02).
  2. Individuals who have a Concealed Handgun License (CHL) to carry a concealed handgun may openly carry the weapon using a shoulder or belt holster at the library.
  3. It is illegal to brandish a firearm in any way that might be interpreted as threatening (Texas Penal Code 42.01).
  4. Staff may not ask a patron who has a holstered weapon to see their CHL permit.

5. Staff should contact law enforcement personnel if a person carrying a handgun exhibits alarming behaviors.

## **Library Response to Violations of Behavioral Policy**

Any person who violates the behavior policy will be handled in a professional and courteous manner by staff, but the degree of the violation will determine the response.

Staff is instructed to call 9-1-1 immediately in response to any behavior that is deemed dangerous. Staff will call the police for any behavior that is a violation of federal, state or local ordinances. Staff will call the police if a person or group of persons is asked to leave the library and they refuse to leave and/or become difficult with the staff member.

For most other inappropriate behavior, one warning will be given. Continued violations will result in the patron being asked to leave the library for the day. A serious violation or repeated violations, or a violation where the police are called, may result in longer exclusions from the library up to permanent banning from the library.

An individual who is banned from the library may be criminally charged with trespassing under Texas Penal Code 30.05 if they return to the library property during the term of the ban.

Approved by Library Board 12/02/1993  
Revised by Library Board 07/18/1996  
Revised by Library Board 11/21/1996  
Revised by Library Board 01/16/1997  
Revised by Library Board 09/11/2008  
Approved by City Council 10/27/2008  
Revised by Library Board 09/29/2011  
Approved by City Council 10/24/2011  
Revised by Library Board 11/13/2014  
Approved by City Council 12/15/2014  
Revised by Library Board 09/13/2018  
Approved by City Council 10/22/2018



## Patron Behavior Policy

Watauga Public Library has established this Behavior Policy to ensure that Library facilities are safe, welcoming, and provide equitable access to materials and services for all Library users.

Any activity that interferes with the rights of other patrons to use the Library, disrupts the normal functioning of the Library, could result in physical, emotional, or mental injury to oneself or others, or could result in damage to the facilities, equipment, or materials is considered disruptive and unacceptable behavior.

The Library reserves the right to require anyone who engages in disruptive behavior to leave the premises, the right to restrict privileges for a specified period of time, and the right to ban the individual from the Library for a specified period of time or permanently. Library staff may ask a patron to leave the premises with or without prior warning, depending upon the seriousness of the violation of these guidelines for behavior. In most cases, a staff member will notify the individual that he or she is in violation of the standards of conduct and will provide one verbal warning. Unlawful activities will be reported immediately to the police.

### **Disruptive behavior includes but is not limited to the following:**

- Abuse of library equipment, furniture, and or materials. Includes but is not limited to placing feet on tables and chairs, standing on furniture, mutilating or defacing books, media, or periodicals, and mistreating equipment or computers. Texas Penal Code 28.04.
- Abusive or obscene language or gestures. Includes language or gestures that convey a sexually explicit message or are conveyed in a coarse or crude manner and any language that verbally abuses another individual, including staff and public, will not be tolerated.
- Animals. Only service animals, service animal trainees, assistance animals and animals that are part of a Library-sponsored program are permitted in the Library. Companion animals are pets and are excluded from Library facilities. Animals may not be left unattended outside the premises.
- Bedrolls, camping gear, storage bags, and shopping carts. These items ~~will~~ **must** not be ~~permitted~~ **left unattended** in the Library. The Library reserves the right to search any container, which might contain Library materials.
- Bikes, rollerblades, skateboards, skateshoes, and scooters. Must not be ridden anywhere in the Library. Scooters do not refer to electric scooters used by the disabled. Bringing bicycles into the Library or parking bicycles in a manner that interferes with the free

## PROPOSED UPDATE

passage of others is prohibited. Patrons can carry their skateboards and scooters into the Library, but they must be placed where no one will trip over the skateboard/skooter. Skateshoes are not to be used in the library.

- Blocking library entrances. Do not stand or place items in front of entryways and exits.
- Boisterous behavior. Running, shouting, screaming, roughhousing, loud talking, and pushing will not be allowed.
- Breastfeeding. Breastfeeding/bottle feeding of infants is allowed in the Library, and is encouraged in rooms when provided for this purpose. (Tex. Health Code Ann. § 165.002)
- Cell phones or electronic devices. The use of these devices can be disruptive to other customers. Phones should be placed on vibrate; ~~conversations should not be conducted in public areas.~~ Conversation should be kept to a minimum in a lower tone of voice. It is also permissible for calls to be taken/made in the Library foyer, in a nondisruptive manner.
- Children left at the Library past closing. Children left past closing will be placed with the Watauga Police for their safety.
- Closing. Leave the Library at the designated closing time.
  - Drugs and alcohol. No intoxicating beverages are permitted in ~~Public Libraries~~ the Library. Individuals who are believed to be under the influence of narcotics or alcohol or who display disorderly conduct shall be requested to leave Library premises. Texas Penal Code 49.02.
- Eating and drinking. Use covered containers when bringing beverages into library building ~~and comply with posted "No Food" and "No Drink" zones.~~ Packaged snacks are permitted.
- Entering unauthorized (staff) areas. The public is not allowed access to non-public areas of the Library without specific permission.
- Excessive displays of affection. ~~Includes~~ Any sexual conduct or physical contact deemed inappropriate for a public place **is not permitted.**
- Harassing behavior. ~~Harassing behavior to staff or public will not be tolerated.~~ Engaging in disruptive or harassing conduct including abusive, insulting, or threatening language, actions, or gestures toward patrons or staff is not allowed.
- Hygiene. Maintaining bodily hygiene in a manner that does not constitute a nuisance to other persons **is required.**

## PROPOSED UPDATE

- Illegal behavior. Acts which are subject to prosecution under criminal or civil codes of law are prohibited.
- Improper attire. ~~Entering the library without proper clothing attire (tops, bottoms, and shoes)-are required is prohibited.~~ ~~Wear appropriate attire, including shirts, and shoes.~~ No wet clothes or bathing suits are allowed. This applies to patrons of all ages.
- Internet. Internet users are expected to use public computers responsibly, especially in avoiding images or text which may be offensive to others nearby or harmful to minors. See the Internet Acceptable Use Policy posted at all stations.
- Library cards. It is against Library policy to use someone else's Library card with or without their knowledge.
- Loitering. ~~Loitering is not allowed.~~ ~~Loitering is~~ defined as a person who wanders around the Library without apparent legitimate reason and disturbs other patrons.
- Loud crying children. Loud and prolonged crying or tantrums are disruptive. Please leave the Library and bring the child back when ~~she/he is~~ they are calm.
- Personal belongings. Attend to personal belongings. The library is not responsible for personal belongings left in or on Library/City Property.
- Restrooms. Use restrooms only for their intended purpose. ~~Bathing is prohibited.~~ ~~Misusing public restrooms through vandalism, removing or changing clothing outside of a closed stall, bathing, shaving, washing clothes, sexual activity, or deliberately creating an unsanitary condition is not allowed.~~
- Sleeping. Sleeping in the Library is prohibited. This pertains to habitual sleeping or those who are sprawled on furniture in a manner that is disturbing other patrons. See also Loitering.
- Smoking. The library is a non-smoking facility. This includes e-cigarettes and use of other tobacco products is also prohibited. Texas Penal Code 28.04.
- Solicitation. Soliciting within the Library is prohibited. The Library is not a public forum. ~~This~~ includes selling anything for personal gain or a charitable cause, begging, panhandling, or circulating petitions among other patrons and staff members. This includes leaving stacks of non-Library related materials on tables, shelves, in books, etc. with the purpose of business advertising or political promotion. ~~Selling and/or soliciting for services, money, or items in the library or on library/city grounds.~~

## PROPOSED UPDATE

- ~~Theft.~~ Persons engaging in theft will be prosecuted and will be ejected from the Library. Theft includes ~~w~~ wrongfully takes~~ing~~, obtains~~ing~~, or withholds~~ing~~ Library property. Texas Penal Code 31.03.
- ~~T~~Fighting and threats of violence and fighting. All threats of violence (whether an imminent threat or a threat of future violence) and/or endangering behavior towards Library staff, patrons, or others are prohibited. Any threats, behavior or acts, which may appear to be a danger to life or safety to one or others, are also prohibited. All threats, behavior, or acts described will be reported to the **Watauga** Police. Fighting is not permitted in the Library. Texas Penal Code 42.01.
- Unattended children. ~~Abandoning and leaving unsupervised children.~~ Children ages eight **ten** and under shall not be left unattended in the library. Texas Penal Code 22.041(c).
- ~~Voyeurism and, peeping, and lewd behavior.~~ Sexual behavior such as indecent exposure, voyeurism, sexual advances, etc. will be reported to the Police. Texas Penal Code 42.01.
- Weapons. The Library will comply with the Texas Open Carry Law:
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## Patron Behavior Policy

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- Bedrolls, camping gear, storage bags, and shopping carts. These items must not be left unattended in the Library. The Library reserves the right to search any container, which might contain Library materials.

## Proposed Clean Version

- Bikes, rollerblades, skateboards, skateshoes, and scooters. Must not be ridden anywhere in the Library. Scooters do not refer to electric scooters used by the disabled. Bringing bicycles into the Library or parking bicycles in a manner that interferes with the free passage of others is prohibited. Patrons can carry their skateboards and scooters into the Library, but they must be placed where no one will trip over the skateboard/scooter. Skateshoes are not to be used in the Library.
- Blocking library entrances. Do not stand or place items in front of entryways and exits.
- Boisterous Behavior. Running, shouting, screaming, roughhousing, loud talking, and pushing will not be allowed.
- Breastfeeding. Breastfeeding/bottle feeding of infants is allowed in the library, and is encouraged in rooms when provided for this purpose.
- Cell Phones or electronic devices. The use of these devices can be disruptive to other customers. Phones should be placed on vibrate. Conversation should be kept to a minimum in a lower tone of voice. It is also permissible for calls to be taken/made in the Library foyer, in a nondisruptive manner.
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- Closing. Leave the Library at the designated closing time.
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- Eating and Drinking. Use covered containers when bringing beverages into library building. Packaged snacks are permitted
- Entering Unauthorized (Staff) Areas. The public is not allowed access to non-public areas of the Library without specific permission.
- Excessive Displays of Affection. Any sexual or physical contact deemed inappropriate for a public place is not permitted.
- Harassing behavior. Engaging in disruptive or harassing conduct including abusive, insulting, or threatening language, actions, or gestures toward patrons or staff is not allowed.
- Hygiene. Maintaining bodily hygiene in a manner that does not constitute a nuisance to other persons is required.

## Proposed Clean Version

- Illegal Behavior. Acts which are subject to prosecution under criminal or civil codes of law are prohibited.
- Improper attire. Entering the library without proper clothing attire (tops, bottoms, and shoes) *is prohibited*. No wet clothes or bathing suits are allowed. This applies to patrons of all ages.
- Internet. Internet users are expected to use public computers responsibly, especially in avoiding images or text which may be offensive to others nearby or harmful to minors. See the Internet Acceptable Use Policy posted at all stations.
- Library Card. It is against Library policy to use someone else's Library card with or without their knowledge.
- Loitering. Loitering is not allowed. Loitering is defined as a person who wanders around the Library without apparent legitimate reason and disturbs other patrons.
- Loud crying children. Loud and prolonged crying or tantrums are disruptive. Please leave the Library and bring the child back when they are calm.
- Personal belongings. Attend to personal belongings. The Library is not responsible for personal belongings left in or on Library/City Property.
- Restrooms. Use restrooms only for their intended purpose. Misusing public restrooms through vandalism, removing or changing clothing outside of a closed stall, bathing, shaving, washing clothes, sexual activity, or deliberately creating an unsanitary condition is not allowed.
- Sleeping. *Sleeping in the library is prohibited*. This pertains to habitual sleeping or those who are sprawled on furniture in a manner that is disturbing other patrons. See also Loitering.
- Smoking. The library is a non-smoking facility. This includes e-cigarettes and use of other tobacco products is also prohibited. Texas Penal Code 28.04.
- Solicitation. Soliciting within the Library is prohibited. The Library is not a public forum. This includes selling anything for personal gain or a charitable cause, begging, panhandling, or circulating petitions among other patrons and staff members. This includes leaving stacks of non-Library related materials on tables, shelves, in books, etc. with the purpose of business advertising or political promotion.
- Theft. *Persons engaging in theft will be prosecuted and will be ejected from the Library*. Theft includes wrongfully taking Library property. Texas Penal Code 31.03.

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- Threats of Violence and fighting. All threats of violence (whether an imminent threat or a threat of future violence) and/or endangering behavior towards Library staff, patrons, or others are prohibited. Any threats, behavior or acts, which may appear to be a danger to life or safety to one or others, are also prohibited. All threats, behavior, or acts described will be reported to the Watauga Police. Fighting is not permitted in the Library. Texas Penal Code 42.01.
- Unattended Children. Children ages ten and under shall not be left unattended in the Library. Texas Penal Code 22.041(c).
- Voyeurism, peeping, and lewd behavior. Sexual behavior such as indecent exposure, voyeurism, sexual advances, etc. will be reported to the Police. Texas Penal Code 42.01.
- Weapons. The Library will comply with the Texas Open Carry Law.
  1. It is illegal for the general public to carry a handgun, whether concealed or not, in a public place unless they have a special license to carry (Texas Penal Code 46.02).
  2. Individuals who have a Concealed Handgun License (CHL) to carry a concealed handgun may openly carry the weapon using a shoulder or belt holster at the library.
  3. It is illegal to brandish a firearm in any way that might be interpreted as threatening (Texas Penal Code 42.01).
  4. Staff may not ask a patron who has a holstered weapon to see their CHL permit.
  5. Staff should contact law enforcement personnel if a person carrying a handgun exhibits alarming behaviors.

## Library Response to Violations of Behavioral Policy

Any person who violates the behavior policy will be handled in a professional and courteous manner by staff, but the degree of the violation will determine the response.

Staff are instructed to call 9-1-1 immediately in response to any behavior that is deemed dangerous. Staff will call the police for any behavior that is a violation of federal, state or local ordinances. Staff will call the police if a person or group of people is asked to leave the library and they refuse to leave and/or become difficult with the staff member.

For most other inappropriate behavior, one warning will be given. Continued violations will result in the patron being asked to leave the library for the day. A serious violation or

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repeated violations, or a violation where the police are called, may result in longer exclusions from the library up to permanent banning from the library.

An individual who is banned from the library may be criminally charged with trespassing under Texas Penal Code 30.05 if they return to the library property during the term of the ban.

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