

AGENDA

**Library Board of Trustees-Verona Public Library
500 Silent Street Verona, WI 53593
608-845-7180**

**Wednesday, September 6, 2023 at 6:30 p.m.
Library Conference Room**

Call to order

- Approval of the Regular Meeting Minutes of 8/9/23
- Review and approval of the August 2023 invoices
- Public Comments
- City Council Liaison's report
- Library Director's report
- Old Business
 1. Discussion and possible action regarding the 2024 library budget
- New Business
 1. Discussion and possible action regarding the 2024 endowment disbursement
 2. Discussion and possible action regarding the Public Behavior Policy

VPL Board Meeting Minutes
Library Board of Trustees-Verona Public Library
500 Silent Street Verona, WI 53593
Wednesday, August 9, 2023, 6:30 p.m.

Present: Burkart, Cronin, Fuller, Hopp, Spencer
Absent: Conwell, Jones, Voss

Call to order: Hopp called the meeting to order at 6:32 p.m.

Approval of Minutes: A motion was made by Spencer seconded by Fuller to approve the Regular Meeting Minutes of 7/12/23. Motion carried.

Review and Approval of Invoices: A motion was made by Cronin seconded by Fuller to approve the July 2023 invoices. Motion carried.

Public Comments: None

City Council Liaison Report: Former city administrator and current director of city planning, Adam Sayre, has resigned effective September 8th.

Library Director's Report: Summer reading program, over 800 people for Baby Sloth event for first event, 250 at second event. Library staff got a preview with the baby sloth. More events are planned through September. Monitoring of bird activity by Audubon Society volunteers will continue in the fall. Moving of stacks will begin on September 11th in advance of carpet replacement.

Old Business:

1. Discussion of the 2024 library budget

Changes from 2023 budget were discussed. ~\$280,000 increase in funding. New administrative fees imposed by the city = \$47,000, which are supporting other city employees (not library employees). Library assistant position added. Library page salary increased by \$1/hour. Charges by city for snow plowing increased \$1646. Largest infrastructure expenditures are for carpet replacement and replacement sorter.

New Business: None

Adjournment: A motion was made by Spencer, seconded by Fuller to adjourn. Motion carried. The meeting was adjourned at 7:10pm. The next meeting will be held on September 6 at 6:30pm.

Library board approved:

Christopher Hopp, President
Rikki Conwell, Vice President
Teresa Voss, School District Representative
Kate Cronin, Alderperson
Kyle Jones
Karen Spencer
Regina Fuller

VERONA PUBLIC LIBRARY
DIRECTOR'S REPORT
August 2023

I. Collection Development

Number of items added and deleted in July 2023:

Item Type	Added	Deleted
Books	686	464
Audio	92	2
Software	8	0
Video/DVD	38	3
Other (kits, etc.)	7	1
Magazines	123	66
TOTAL	954	536
YTD	7591	9591

II. Circulation

Circulation

	2023	2022	2021	2020	2019
January	47,722	46,024	29,669	49,255	44,153
February	46,003	42,218	28,925	46,500	44,487
March	52,026	49,314	36,647	29,964	49,074
April	46,674	47,514	31,448	2,021	46,215
May	44,226	42,775	32,633	8,861	43,274
June	59,454	52,827	52,142	18,507	55,425
July	58,102	52,448	52,220	29,609	59,493
August		55,184	51,007	31,025	53,415
September		45,066	42,894	31,115	44,582
October		42,440	43,527	34,075	46,108
November		43,939	43,507	28,171	44,084
December		42,000	39,089	28,194	42,479
Total	354,207	561,749	483,708	337,297	572,789

New Library Cards

	2023	2022	2021	2020	2019
January	188	119	27	184	121
February	137	149	36	161	109
March	176	155	24	74	133
April	152	129	36	9	118
May	142	140	71	18	96
June	290	344	179	33	225
July	218	239	160	58	164
August		206	129	57	167
September		141	105	51	150
October		150	99	50	110
November		144	64	18	108
December		122	87	31	83
Total	653	2038	1017	744	1584

Holds

	2023	2022	2021	2020	2019
January	14,929	15,139	18,260	14,651	13,725
February	13,005	11,617	17,130	12,246	12,081
March	13,586	12,878	18,193	7,277	12,569
April	12,658	12,098	15,698	5,645	11,811
May	13,483	11,820	14,236	10,869	11,636
June	13,854	11,984	13,328	13,616	12,378
July	14,445	11,735	11,621	15,910	12,447
August		13,389	13,510	15,672	12,577
September		12,506	13,252	16,166	12,001
October		11,924	13,304	16,502	11,919
November		12,888	12,679	16,108	12,016
December		10,313	11,069	14,567	9,859
Total	68,623	148,291	172,280	159,229	135,160

III. Reference

Statistics, July 28 – August 4

Computer Use: 668

Test Proctoring: 4 exams

Outer Library Loans: 44 requests

Personal Archiving Lab Sessions: 0

Library Visits

	2023	2022	2021	2020	2019
January	16,114	10,780	0	18,887	17,062
February	15,945	11,193	0	18,969	16,673
March	18,160	13,628	0	0	19,993
April	18,062	16,488	2,889	0	20,038
May	16,049	12,366	5,015	0	19,355
June	24,827	16,624	11,757	2,850	23,672
July	20,232	17,057	13,407	6,765	23,853
August	18,782	18,830	13,267	*	22,506
September		13,890	10,746	*	18,496
October		14,009	10,346	*	19,540
November		15,729	9,371	0	18,531
December		13,552	10,562	0	16,780
Total	148,171	174,146	87,360	47,471	236,499

Reference Questions

	2023	2022	2021	2020	2019
January	1,640	1,061	821	3,152	2,218
February	2,034	1,653	924	1,632	2,117
March	1,821	1,758	1,347	1,974	1,937
April	2,235	1,226	948	24	2,454
May	2,031	1,117	1,085	116	2,660
June	2,655	2,183	2,200	846	3,642
July	1,878	1,691	2,365	2,431	2,662
August	2,280	2,075	1,847	2,039	3,721
September		1,341	1,543	2,521	2,359
October		1,566	581	2,045	3,213
November		1,628	458	1,060	2,321
December		1,356	721	1,092	1,978
TOTAL	16,574	18,655	14,840	18,932	31,282

Meeting Room Use

	2023	2022	2021	2020	2019
January	474	164	-	616	568
February	607	206	-	565	531
March	468	272	-	286	596
April	626	305	-	-	671
May	470	328	-	-	631
June	370	314	-	-	547
July	423	316	-	-	542
August	474	411	-	-	524
September		327	-	-	542
October		398	-	-	706
November		453	-	-	601
December		396	-	-	529
TOTAL	3,542	5,912	2,021	3,487	9,007

IV. Personnel and Staff Development

Rachel Fisher is joining the library staff as a Library Page I on August 30. Theresa is in the process of filling the other open library page position.

Summer Youth Services practicum student Tori and Youth Services Summer LTE Michelle both finished their time with the library on August 14.

Jess attended a webinar called "AI and Libraries: Enhancing Services and Engaging Communities."
Tonja took the webinar, "There's an App for That? Wisconsin Social Services Apps"

Mark met with a possible fall practicum student from Concordia University Ann Arbor. The student is interested in a practicum working with the Local History Collection.

V. Equipment and Physical Facilities

Starting September 11, the east side of the library will be closed for carpet installation. The work will take approximately one month. Patrons will not have access to the adult non-fiction and magazine sections during that time, but staff will retrieve items on request. Study rooms, the Quiet Reading Room, and the Conference room will also be closed to public use for the duration of the project.

Wifi access to the parking lot was down for several days due to a bad cable, but SCLS was able to come out and fix the issue.

Madison Audubon is organizing a volunteer based fall bird/window collision survey that will run from September 11 - November 1.

VI. Administration and Internal Operations

Stacey is has been continuing to work on the draft of the 2024 operating budget.

Stacey, Tonja, and Abby have developed a draft of a patron use survey that we plan to launch this fall.

VII. Marketing and Public Relations

Abby created 33 event graphics (website, Facebook, TV) along with related event bookmarks/flyers/signs.

Katie created a display featuring books with song lyrics for titles. Jenny did a display for Fiendishly Hard Hobbies. Circulation staff created a display featuring boat themed books..

Jenny, Julie and Mark contributed short reviews to the the Verona Press for a monthly staff recommendations write-up.

Social Media Engagement:

Facebook: 4,881 followers, 47 posts/events

Twitter: 1,720 followers, 0 tweets

Instagram: 1,585followers, 5 posts/reels/stories

Events Newsletter 1: 10,015 recipients

Events Newsletter 2: 10,029 recipients

VIII. System and Interagency Cooperation

Trudy volunteered at the Verona Area Chamber of Commerce annual golf outing.

IX. Fundraising

Nothing to report

X. Events, Programs and Exhibits

Kid's Events and Programs:

1000 Books before Kindergarten

16 kids were registered this month, bringing the total number of registrants to 2502.

Summer Library Program

Summer library program registration began June 1. For kids ages 0 - 11, tracking of books or minutes read is returning to a paper log this year. Beanstack will still be utilized for the activity challenge, where kids do activities that earn tickets for a chance to win grand prizes.

Summer Library Program registrations: Ages 0-4: 429 Ages 5-11: 1435 Ages 12-18: 293 Total: 2157	Grand prize drawing registrations: Ages 0-4: 331 Ages 5-11: 679 Ages 12-18: 293 Total: 1393
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Stuffed Animal Outdoor Story Time

Tuesday, August 1, 10:30 am

Enjoy stories, songs, and activities about stuffed animals (and bring your own along if you'd like)!

Attendees: 208

Kindermusik

Wednesday, August 2, 10:00 - 10:30 am

The Wonder Studio presents a demo Kindermusik class for ages 0 - 5 and accompanying adult. Older siblings are also welcome. Come sing, play, and move with us! Registration required.

Attendees: 36

Tween Dungeons & Dragons

Wednesday, August 2, 1:00 - 3:00 pm

Play a Dungeons & Dragons adventure with other gaming and fantasy fans. The entire adventure will be completed during this event. Characters and dice provided. No previous experience necessary! Ages 8-11.

Attendees: 8

Sloth Experience

Thursday, August 3, 10:00 and 11:30 am

Learn all about sloths, plus meet a baby Linnaeus's two-toed sloth named Stella! Presented by Animal Quest from Illinois. Sponsored by the Friends of the Verona Public Library.

This much-anticipated event turned out great – staff and the public enjoyed learning about sloths and did actually get a chance to meet and pet Stella the sloth as they were leaving the program.

Attendees: 600 and 250

Hot Wheels Derby

Friday, August 4, 10 :00 - 11:00 am

For children ages 4 – 9. Start your engines and race your cars on our race tracks to see who is the fastest. Bring a car of your own or use one of ours. Registration is required.

Attendees: 54

Crafternoon: Friendship Bracelets

Monday, August 7, 2:00 - 3:00 pm

Drop in and get creative with different art projects each week. Ages 4 - 10. No registration.

Attendees: 103

Music & Movement Story Time

Tuesday, August 8, 9:30 - 10:00 am

Join us for singing, dancing, instruments, and stories in this active story time for children and their caregivers. Ages 1-5. No registration.

Attendees: 99

Minecraft Club

Thursday, August 8, 3:00 - 4:00 pm

Build in Minecraft based on a new theme each session! Ages 6-11.

Attendees: 25

Tween Craft: Galaxy Jars

Wednesday, August 9, 2:00 - 3:00 pm

The only explosions here will be the joy when you give your loved one a homemade bath bomb. Choose from different scents and colors to mold your bomb to your liking. Registration required. Ages 8-11.

Attendees: 22

Encanto Outdoor Story Time

Thursday, August 10, 10:30 am

Enjoy stories, songs, and activities about Encanto!

Attendees: 180

Pokémon Club

Thursday, August 10, 3:30 - 4:30 pm

Join fellow Pokémon fanatics for a Pokémon related activity each month. Bring your Gameboy, Switch, or learn to play the trading card game and compete against other kids! Bring your own deck or borrow one of ours. Ages 6-11.

Attendees: 77

Silly Outdoor Story Time

Monday, August 14, 10:30 am

It's time to get silly! Join us for some silly stories, songs, and activities.

Attendees: 57

Magical Nature

Monday, August 14, 1:30 - 2:30 pm

Discover the magic of nature! Join us at the library for arts, crafts, and experiments using natural materials you can find in your backyard. Ages 5-7. We will be working with natural materials and food.

Ingredient lists for snacks provided.

Attendees: 52

Toddler Art and Play

Tuesday, August 15, 9:30 - 10:30 am

Join us at the library for messy process art and sensory play! Wear clothes that can get messy and drop in for some fun toddler activities. Ages 1-3.

Attendees: 142

Kids Science Lab

Tuesday, August 15, 1:30 - 2:30 pm

Join us at the library for messy science experiments! Wear clothes that can get messy and drop in for some fun activities. No registration. Ages 5-7.

Attendees: 71

Music Together Madtown

Wednesday, August 16, 9:30 - 10:00 am

Join Music Together Madtown for a demo class for kids! Geared toward ages 0 - 5 with parents or caregivers. Registration required.

Attendees: 27

Graphic Novel Book Club

Wednesday, August 16, 3:30 - 4:30 pm

Discuss the graphic novel *Katie the Catsitter* in person, plus enjoy activities and snacks related to the book. Books will be available for checkout approximately one month prior to the discussion. Stop by the youth services desk to request one. Refreshments provided. For ages 8-11.

Attendees: 11

James the Magician

Thursday, August 16, 10:30 am and 1:00 pm

Join us for this award winning, interactive, comedy magic show. Since 1986, James Ember has been creating and performing magic throughout the world. Sponsored by the Friends of the Verona Public Library.

Attendees: 300 and 141

Early Reader Book Club

Thursday, August 16, 3:30 - 4:00 pm

Library staff will read aloud longer books, lead a discussion about them, and we'll do a fun activity together. No pre-reading required. Ages 5-7.

Attendees: 7

Read to a Dog

Saturday, August 19, 1:30 - 3:00 pm

Grab your favorite book and read to a furry friend. Independent readers can sign up for a 15-minute spot to read to a registered therapy animal. Families may share a time slot. Ages 5 and up.

Attendees: 12

Read It and Eat: Candidly Cline

Monday, August 21, 4:00 - 5:00 pm

Discuss the novel *Candidly Cline* by Kathryn Ormsbee, plus enjoy activities and snacks related to the book. Ages 8 - 11. Books will be available for check out approximately one month prior to the discussion.

Attendees: 7

Bluey Outdoor Story Time

Thursday, August 22, 10:30 am

Enjoy stories, songs, and activities about Bluey!

Attendees: 282

Barbie Outdoor Story Time

Thursday, August 22, 10:30 am

Enjoy stories, songs, and activities about Barbie! *This story time was moved indoors due to heat.*

Attendees: 93

Lego Party

Friday, August 23, 4:00 - 5:00 pm

Join fellow Lego fans for a Lego celebration with building challenges and snacks. Lego bricks will be provided for use during the event. Ages 6-11. Registration required.

Attendees: 25

Upcoming Kids' Events

September programming is decreased due to the carpet project limiting access to the community room.

Back to School Outdoor Story Time

Wednesday, August 30, 10:30 am

Enjoy stories, songs, and activities about heading back to school (including preschool)! 20 - 25 minutes.

Ages 0 - 5. Walk behind the library to find our outdoor story time space! Please watch our Facebook page for any weather-related cancellations.

Tween Dungeons & Dragons

Wednesday, August 30, 1:00 - 3:00 pm

Play a Dungeons & Dragons adventure with other gaming and fantasy fans. The entire adventure will be completed during this event. Characters and dice will be provided. No previous experience necessary!

Ages 8-11. Registration required.

Music & Movement Story Time

Tuesday, September 5, 9:30 - 10:00 am

Join us for singing, dancing, instruments, and stories in this active story time for children and their caregivers. Ages 1-5. No registration.

Fall Story Times

September 6 - October 13

Baby Story Time: Fridays at 10:30 am and 1:00 pm

Toddler Story Time: Mondays and Wednesdays at 9:30 am

Preschool Story Time: Mondays and Wednesdays at 10:30 am

Sensory Story Time: Thursdays at 9:30 am

Outdoor Story Time: Thursdays at 10:30 am

Read to a Dog

Saturday, September 23, 1:30 - 3:00 pm

Grab your favorite book and read to a furry friend. Independent readers can sign up for a 15-minute spot to read to a registered therapy animal. Families may share a time slot. Ages 5 and up.

Teen Events:

Teen Summer Library Program

Teen registrants: 293

Completed activities: 4,592

Teen D&D

Thursday, August 3, 4:00 - 6:00 pm

Teens played a Dungeons & Dragons one-shot adventure together, using creative storytelling to accomplish a role-playing game.

Attendees: 7

Crafty Tuesday

Tuesday, August 8, 4:00 pm

Teens decorated rocks in creative patterns with acrylic paint markers.

Attendees: 18

Teen Craft: Galaxy Jars

Wednesday, August 9, 3:30 - 4:30pm

Teens captured galaxies in jars with cotton balls, paint, and glitter!

Attendees: 11

Lawn Games & Frozen Treats

Tuesday, August 15, 3:30 - 4:30 pm

Teens played lawn games behind the library with other teens, while enjoying frozen treats.

Attendees: 6

Teen Gaming

Thursday, August 17, 3:30 - 4:30 pm

Teens played video games together while enjoying some snacks and trying out VR.

Attendees: 10

Teen Outdoor Movie

Friday, August 18, 8:30 - 10:45 pm

Teens watched *Shang-Chi and the Legend of the Ten Rings* on a big screen in our parking lot theater while enjoying some movie treats!

Attendees: 6

Upcoming Teen Events:

Teen D&D

Thursday, August 31, 4:00 - 6:00 pm

Play a Dungeons & Dragons one-shot adventure with other teens. Pre-generated characters and dice will be provided. No previous experience necessary!

Need-to-Know Changes in College Process Webinar

Monday, September 11, 7:00 - 8:00 pm

In this free webinar, Join Heidi King, from College Inside Track, to learn how college application changes may impact your family.

Crafty Tuesday

Tuesday, September 12, 4:00 pm

Stop by Teen Central for DIY projects. Create throughout the week, as supplies last.

Adult Classes & Events:

Distance Learning English Classes for Adults

Mondays 6:00 - 7:30 pm & Tuesdays 6:00 - 8:00 pm, June 5 - August 15

Beginner Class

July 31, attendees: 8

August 7, attendees: 9

August 15, attendees: 3

Intermediate Class

August 1, attendees: 3

August 8, attendees: 2

August 15, attendees: 4

Library Yarns Craft Group

Tuesdays, 11:30 - 1:00 pm & Wednesdays, 4:30 - 6:00 pm

Fiber art enthusiasts gathered to learn new techniques, exchange ideas, or find inspiration for their next project.

August 1, attendees: 7

August 2, attendees: 9

August 15, attendees: 5

August 16, attendees: 9

Fraud Watch Basics

Monday, July 31, 6:30 - 7:30 pm

An AARP volunteer provided proven resources and tools to help you spot and avoid identity theft and fraud.

Attendees: 8

Madison Flute Choir Summer Favorites Performance

Tuesday, August 8, 6:30 - 7:30 pm

The Madison Flute Choir performed their summer repertoire of marches, classics, popular music and movie themes.

Attendees: 97

Behavioral Health Resource Center Outreach

Thursday, August 10, Drop-in between 10:00 - 12:00 pm

Staff from the Behavioral Health Resource Center (BHRC) were available to connect individuals with different Dane County mental health and/or substance use resources.

Attendees: 14

Senior Case Management Outreach

Monday, August 14, Drop in between 2:00 - 3:00 pm

A case manager from the Verona Senior Center was available to answer questions and provide resources for older adults and their caregivers.

Attendees: 0

Mini Succulent Garden Workshop

Thursday, August 17, 6:30 - 7:30 pm

Naomi, of Glitter Workshop, guided attendees in creating their own magical garden using vintage or recycled containers and succulents.

Attendees: 18

Watercolor Class: Stained Glass Anemone Flowers

Wednesday, August 23, 6:00 - 7:30 pm

Madison artist, Emily Marie, taught attendees how to paint an anemone flower design using watercolors. Everyone left with a completed 5" x 7" watercolor ready to be framed.

Attendees: 14

Upcoming Adult Classes & Events

Distance Learning English Classes for Adults

Mondays 6:00 - 7:30 pm, Beginner, Beginner, September 11 - December 5

Tuesdays 6:00 - 8:00 pm, Intermediate, Intermediate, September 12 - December 5, 2023

This class is offered mostly online using Zoom. Practice speaking, listening, reading, and writing in English. Students will receive free English textbooks by mail. In partnership with Literacy Network.

Library Yarns Craft Group

First and Third Tuesdays, 11:30 - 1:00 pm

Second and Fourth Wednesdays, 4:30 - 6:00 pm

Meet up with other fiber art enthusiasts, learn new techniques, exchange ideas, or find inspiration for your next project. All skill levels welcome.

Organizing Basics

Thursday, September 7, 6:30 - 7:30 pm

Do you need to declutter or downsize? Assist a friend or family member with a life transition? Join Melanie Juedes, a Certified Professional Organizer, and learn helpful strategies that can get you significant results with easy steps. Each project you complete will not only lead to improved organization but will help save you time and money while reducing stress.

Senior Case Management Outreach

Monday, September 11, Drop in between 2:00 - 3:00 pm

A case manager from the Verona Senior Center will answer questions and provide resources for older adults and their caregivers. Information on Medicare/Medicaid, nutrition, housing, assistance in the home, and resources in Verona and Dane County.

Exhibits

No exhibits are scheduled in September due to the carpet project.

Outreach Events

Outreach story times:

Total daycare story time presentations this month: 11

Senior Center Book Group

Wednesday, August 9, 10:00 - 11:00 am

The group discussed *Raft of Stars* by Andrew J. Graff.

Attendees: 21

Four Winds Book Group

Tuesday, August 15, 10:00 - 11:00 am

The residents met to discuss *Nightwork* by Nora Roberts.

Attendees: 7

Prairie Oaks Book Group

Thursday, August 24, 1:00 - 2:00 pm

The group read *Orphan Train* by Christina Baker Kline.

Attendees: 5

Books 'n Booze at Sugar River Pizza

Thursday, August 24, 6:00 - 7:00 pm

The group discussed *Four Treasures of the Sky* by Jenny Tinghui Zhang.

Attendees: 13

Book Bike Events

National Night Out, August 1, 5:00 - 8:00 pm, attendees: 47

Once Upon a Time, August 10, 3:00 - 5:30 pm, attendees: 52

Big Apple, August 15, 4:00 - 5:30 pm, attendees: 45

Upcoming Outreach Events**Noel Manor Book Group**

Tuesday, August 29, 10:30 - 11:30 am

The group will be reading *The Book Woman of Troublesome Creek* by Kim Michele Richardson.

Stoner Prairie Back to School Night

Wednesday, August 30, 4:30 - 7:00 pm

The library will have card signup and a craft at Stoner Prairie's open house.

Senior Center Book Group

Wednesday, September 13, 10:00 - 11:00 am

The group will be reading *Circling the Sun* by Paula McLain.

Four Winds Book Group

Tuesday, September 19, 10:00 - 11:00 am

The residents will meet to discuss *The Women's March* by Jennifer Chiaverini.

Prairie Oaks Book Group

Thursday, September 28, 1:00 - 2:00 pm

The group will be reading *I Must Betray You* by Ruta Sepetys.

Books 'n Booze at Sugar River Pizza

Thursday, September 28, 6:00 - 7:00 pm

The group will be discussing *The Lincoln Highway* by Amor Towles.

Upcoming Book Bike Events

Farmers Market, August 30, 3:00 - 5:30 pm

The Goddard School, August 31, 3:30 - 5:30 pm

Verona Public Library Public Behavior Policy

I. Purpose of Policy

The purpose of this policy, adopted by the Verona Public Library Board of Trustees in accordance with Wisconsin Statute 43.52(2), is to establish rules and regulate the use of the library so everyone can share its resources in a clean, safe, and welcoming environment.

II. Definitions and Guidelines

- A. These behavior rules apply to the facility, grounds, and parking lot of the Verona Public Library and to all persons in or on the premises.
- B. Persons violating these rules may be asked by any staff member to alter their behavior or to leave the premises. Any library staff member may bar a patron in violation of this policy from using the library for up to one day. Staff will submit a brief written report of the behavior to the Library Director. Any illegal activity will be reported to law enforcement immediately.
- C. If warranted, the Library Director or their designee may bar the patron from using the library for a further amount of time. Official written notice barring the patron from using the library will be sent to the last known address of the patron when possible.
- D. Patrons may appeal the decision of the Library Director to the Verona Public Library Board of Trustees. Upon receipt of the appeal, discussion will be scheduled on the agenda of the next regularly scheduled meeting of the Library Board of Trustees. Their decision will be final.
- E. Persons on library premises while they are barred will be criminally trespassing and law enforcement will be notified. An exception will be made for a patron attending the Library Board of Trustees meeting in which their appeal is being discussed.

III. Behavior Rules

The rights of individuals to use the library should not be abridged or denied. To guarantee these rights for all persons, no library patron shall engage in the following prohibited behaviors:

- 1. Committing or attempting to commit any activity that would constitute a violation of any federal, state, or local criminal statute or ordinance including theft of library items.
- 2. Directing a specific threat of physical harm against an individual, group of individuals, or property.
- 3. Engaging in sexual contact, activities, or conduct.
- 4. Being in a state of intoxication that causes a public disturbance.
- 5. Damaging or defacing public property.

6. Smoking of any kind, including use of tobacco or e-cigarette products.
7. Bringing firearms and weapons or facsimiles thereof on to the library premises is prohibited by the City of Verona Code of Ordinances Sec. 11-2-2.
8. Engaging in conduct that disrupts or interferes with the normal operation of the library or disturbs library staff or patrons.
9. Engaging in any behavior that a reasonable person would find to be disruptive, harassing, or threatening in nature to library users or staff including stalking, prolonged staring at or following another with the intent to annoy or disturb.
10. Entering non-public areas of the library without permission.
11. Refusing to follow the reasonable directions of library staff.
12. Selling, soliciting, petitioning, distribution of materials for any purpose is prohibited. Citizens seeking nomination for public office may solicit signatures outside of the library facility so long as they do not interfere with or impede access to the library facility or parking lot.
13. Consuming food or drink that creates a nuisance because of odor or mess.
14. Bringing animals into the library, with the exception of service animals and service animal trainees, unless part of a library event. Emotional support or companion animals are not allowed in inside the library.
15. Leaving an animal tethered and unattended on the library premises.
16. Sleeping in the library for an extended period of time or that creates a disturbance.
17. Leaving one or more children under the age of 8 unsupervised or unattended in or on the library premises (see the Child Safety Policy).
18. Not wearing shoes or shirt within the library.
19. Disturbing others because of offensive body odor or strongly scented personal products.
20. Bathing, shaving, and other personal grooming activities.

This policy replaces any previous policy regarding behavior in the library.

Adopted December 1, 2010.

Revised November 2, 2011.

Reviewed March 7, 2012.

Revised March 6, 2013.

Revised March 5, 2014

Revised October 2, 2019