

Leominster Public Library Cell Phone and Noise Policy

Rationale:

This policy is to inform patrons of the rules and regulations for both conversation volume and cell phone use within the Library building.

Leominster Public Library Cell Phone and Noise Policy Statement:

The Leominster Public Library strives to provide a comfortable, enjoyable, and safe environment for reading, studying, working, socializing, and enjoying Library-sponsored programs. The Library's Board of Trustees has established a *Cell Phone and Noise Policy* to ensure that patrons enjoy their Library experience.

All patrons are expected to respect the rights of others and refrain from loud conversation and noisy activities. The Library staff reserves the right to address noise issues as needed.

Cell Phone and Noise Policy:

The Library encourages quiet conversation, discussion, and collaborative group work. Please observe the following guidelines:

1. Please speak softly out of respect for fellow patrons and staff. Patrons should at all times be aware they are in a shared public space.
2. While the Library does not encourage cell phone use and Internet voice calls (e.g., Skype, Face Time), we understand there are times when calls may be necessary.
3. Calls on the second floor are restricted to the Library computer area and may take place only during a patron's allotted computer session.
4. The Library's third floor ("The Penthouse") is a silent zone reserved for patrons who need to read, study, or work undisturbed. Conversations (including cell and Internet voice calls) are not allowed and cell phones must be placed in silent or vibrate-only mode. Earphones or headsets are required when using other electronic devices.
5. If a conversation or group discussion requires privacy or becomes too loud, the Library staff will assist patrons in locating a more appropriate Library location for the conversation.
6. Please set phones in silent or vibrate-only mode when entering the Library or when a call is completed.
7. Speakerphones may not be used with calls.
8. To avoid disturbing other patrons, please use earphones or headsets when engaging in any sound-producing activity on cell phones, computers, radios, gaming devices, and other audio players.