

Maryland State Law Library

Patron Rules of Conduct, adopted by the State Law Library Committee, June 7, 2016

Staff Interactions

Please do not interrupt Library staff when they are assisting other patrons. Do not raise your voice or use profanity when communicating with staff.

Library staff have the discretion to determine how much information may appropriately be provided to a patron request. Determinations are based on staff time and availability, copyright restrictions, and other parameters, and may vary based on these factors. After assisting a patron, staff have the right to refuse to respond to further requests that will not yield worthwhile results.

Patron Behavior

Patrons should treat Library staff and other library users with civility and respect. Please do not raise your voice or use profanity when speaking with staff and other persons while in the Library.

The Library may not be used in lieu of an office for the practice of law or any other business or professional activity. Library patrons may not volunteer or solicit legal advice or business from other patrons. This includes but is not limited to the distribution of literature, goods, or services.

The Library, including its conference room, is open to the public and patrons should refrain from holding confidential conversations.

Patrons should not leave personal property unattended. The Library is not responsible for personal property that is lost, stolen or damaged in the Library. Staff may remove unguarded personal property and forward to security.

Appropriate clothing, including shirts and shoes, must be worn in the Library at all times.

Food is not permitted in the Library. Beverages must be kept in closed containers.

Children must be supervised at all times.

Library phones are not available for public use.

Safety and Security

Threats, intimidation, assaults and similar behaviors are prohibited.

Abusive, threatening or profane language is prohibited.

Entering unauthorized or off-limits areas of the Library, including staff offices, opening emergency exits except in emergency situations, or remaining in the Library during emergency drills or evacuations is prohibited.

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Public patrons must leave the Library immediately upon closing.

Space Usage

Library walkways and aisles must be kept clear and unobstructed by patrons and their personal effects, including books, materials, briefcases and electrical cords.

Patrons may not use more than one study carrel, work table, or computer terminal. Patrons may not use belongings to save space.

Electronic Devices, Media and Photography

Cell phones and similar electronic devices should be turned to vibrate or mute. Quiet conversations on cell phones may be conducted in the building lobby, but not in the Library.

Photography and filming are not permissible in the Library without prior permission from the Library's administrators. Non-flash digital photography or scanning of Library material, in a manner similar to photocopying, is permissible.

Compliance with Policies

Patrons shall comply with building regulations and with the directives of building management and security.

Library staff is authorized to determine whether or not a patron is abiding by these or other Law Library rules and policies. The Library reserves the right to respond to any and all conduct not expressly set forth herein but which is deemed by staff to unreasonably interfere with the use of the Library by other patrons or interfere with the performance of the duties of Library staff.

Failure to Comply

Failure to comply with Library rules and policies, the directives of staff, or to cooperate with staff in the enforcement of these rules may result in the suspension or loss of Library privileges. Such suspension or loss may include, but not be limited to:

- Temporary or permanent removal from Library premises by building security
- Suspension of reference assistance via phone, e-mail or chat
- Suspension of document delivery

The Library Director or designee may determine the length and type of the suspension of Library privileges.