



DOWNTOWN LIBRARY
610 QUINCY ST. | RAPID CITY, SD 57701 | 605.394.4171

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Date: March 8, 2021
To: Rapid City Public Library Board
From: Judy Sneller, Policy Committee Chair
Re: Behavior Policy

Date: March 2, 2021
To: Judy Sneller, Policy Committee Chair
From: Sean Minkel, Assistant Library Director
Re: Behavior Policy

Motion: Move to approve updates to the Behavior Policy as presented.

Background: The Behavior Policy defines the standards of conduct expected on library property, how failing to abide by those expectations will result in suspension from library services and how to appeal such suspensions.

The substantial changes to this policy include two items:

1. All approved suspensions will begin from the date of the infraction
2. The recommended lengths for suspensions based on particular types of behavior have been defined

By having each suspension start on the date of the infraction, the process is made fairer for patrons and simpler for library staff. In practice, suspensions are generally not approved on the date of the infraction. This results in pending suspensions that can linger for months or years before being delivered; patrons are thus often blocked from library services for much longer than was intended. The list of pending suspensions also significantly adds to the complexity of monitoring for staff and security. If this change is approved, the library would attempt to contact any patron who is suspended by email or mail and in cases where that was not possible the patron would be notified during their next visit.

By defining the recommended lengths for specific types of behavior, the response to these will be clear and consistent for patrons and staff. In conjunction with the above change, this also removes the need for staff to serve immediate one-month or six-month suspensions to intoxicated individuals – a change that also provides more time for supervisory review.

If approved, these changes would result in the library retroactively removing pending suspensions that have been in that status for longer than the recommended term of the suspension.

All other changes are to clarify or simplify existing language.