

SPRING TOWNSHIP LIBRARY ASSOCIATION

Patron Restriction Policy and Guidelines

Background

The Board of Directors of the Spring Township Library Association (STLA) is tasked by the Township of Spring Supervisors (Resolution 2011-13) to provide the residents of Spring Township library service via the Spring Township Library and the West Lawn/Wyomissing Hills Branch Library. Section 9 of Resolution 2011-13 states:

“The Board of Library Directors shall promulgate such reasonable rules and regulations as they see fit to manage the Spring Township Library Association’s affairs and operations. The Board of Directors may exclude from the use of the library any person who willfully violates such rules and regulations. The Board of Directors may extend the privileges of such use of the library to persons residing outside the Township of Spring upon such terms and conditions as the Board of Director may prescribe.”

Application

The restriction of patron usage of the Spring Township Library and/or the West Lawn/Wyomissing Hills Branch Library may be due to but not limited to violations incurred from the following STLA policies:

- Child Safety Policy
- Internet and Computer Use Policy
- Library Standards of Patron Behavior Policy
- Service Policy

In addition, the application of this policy may also include conduct which is inappropriate or inconsistent with use of the library and enjoyment of other patrons.

Implementation

The Library Director, Branch Manager or in their absence, the “person in charge” may immediately expel a patron under the guidelines (but not limited to) of the Library Standards of Patron Behavior Policy.

To restrict a patron from the library for a period of time:

1. The Library Director must submit a written recommendation to the Board of Directors indicating name, mailing address, library card number, circumstances involved and proposed length of time for revoking library privileges.

Adopted at a regular and open meeting of the Board of Directors of the Spring Township Library Association on June 14, 2012. Revised and approved at a regular and open meeting of the Board of Directors of Spring Township Library Association on July 11, 2013. Reviewed 03/15/24

2. At the next regularly scheduled STLA Board Meeting, the Board of Directors shall act upon the Library Director's recommendation.
3. The President of the STLA upon the recommendation of the Library Director may authorize immediately revoking all library privileges of a patron during the interim period until STLA Board of Directors has a chance to vote on the situation at their next regularly scheduled meeting.
4. Upon STLA Board of Directors' acting on Library Director's recommendation, the STLA Board President shall mail a certified letter to patron indicating status of respective patron's library privileges. In those circumstances where the STLA Board of Directors deem it appropriate, a copy of this letter shall be filed with the Township of Spring Police in case of violation of this restriction.

The restriction of a patron's library privileges is applicable to both the Spring Township Library as well as the West-Lawn/Wyomissing Hills Branch Library.

Reinstatement of Privileges

At the end of the restricted period, the patron may submit a written petition to the STLA Board of Directors for reinstatement of privileges. The STLA Board will then consider such request at their next regularly scheduled meeting. If in fact no reinstatement is requested, the respective restriction will continue indefinitely.

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