

# Delaware Township Library Beverage/Coffee Policy

## Statement of Policy:

The Library strives to create a welcoming, clean and comfortable environment for the public. Consistent with this goal, library patrons are expected to clean up after themselves and to keep the noise levels and odors associated with the consumption of beverages to a minimum. **No beverage of any type is allowed in the computer area, and/or near Library- owned computers and equipment.**

## Beverages:

Only beverages in covered containers are allowed in the library. This includes, but is not limited to:

- Coffee and other drinks with lids
- Bottles of water, juice, etc. with caps
- Beverages, including soft drinks in pop-top cans
- Take-out drinks in paper or Styrofoam cups with lids.
- No alcoholic beverages on library grounds

Coffee/hot beverages provided by the library also will be subject to the following rules and stipulations.

- A limit of 2 refills per patron per day of provided beverages from the library Keurig machine.
- Patrons **must use** beverage containers **provided by** the library on the same day and **may not** use personal containers brought from home.
- Only patrons ages 18 and above will be allowed to use the Keurig machine.
- The Director and library staff reserve the right to remove the Keurig machine at any time or remove use of and access to the Keurig machine from any patron for any reason.
- Only Keurig pods provided by the library may be used in the library Keurig machine; any patron attempting to use their **personal** Keurig type pods will be asked to return their pods to their vehicle or dwelling.
- All cups, cans, and bottles associated with beverages must be properly disposed of **by the patron.**

## Donations:

Donations will be a free will donation, accepted from the public, stored on site in a specially marked container or envelope, and given to treasurer before the commencement of each monthly board meeting.

## Violations of Policy:

Patrons who violate the Library's Beverage/Coffee Policy will be made aware of the violation. Patrons who do not correct the behavior immediately will be asked to leave the building and prohibited from returning for a specific amount of time as determined by the Library Director or staff member in consultation with the Library Director. Failure to leave the building when asked to do so will be considered trespassing, and may result in the Jefferson County Sheriff or Valley Falls police being contacted.

Repeated violations of the Beverage/Coffee Policy could result in suspension of library privileges and/or being permanently barred from access to the Delaware Township Library.

In Library sponsored programs, meetings, events, and activities, the consumption of beverages are privileges, which may be revoked under certain circumstances as determined by the Library Director and/or library staff under Director supervision.

**Patrons consuming beverages or food in the Library may be financially responsible for damage resulting from spills or stains.**

Policy approved

05/05/2021