

**LINCOLN CITY LIBRARIES  
LINCOLN, NEBRASKA**

**POLICY TITLE:**                   **USE OF COMMON AREAS IN AND AROUND LIBRARY FACILITIES**

**PURPOSE:**                       The purpose of this policy is to properly regulate the use of the common areas in and around facilities of Lincoln City Libraries and to assure that such areas are reserved for their intended purposes.

**SUMMARY:**                      Lincoln City Libraries encourages all people to use the public library for the purpose of developing an informed citizenry within a democratic society. The use of common areas by the public is regulated to insure the goals and objectives of Lincoln City Libraries are met while assuring use of library resources without undue interruption or distraction.

**POLICY:**

- I.       Solicitations, leafleting, political campaigning, exhibitions of signs, displays, petition signature gathering, political or charitable fund raising, and other similar expressive activities are prohibited in or on the following:
  - A.       Interior of buildings provided for or used for the purpose of the Lincoln City Libraries, including but not limited to vestibules and reading rooms; and
  - B.       Vehicle parking surfaces or areas which are provided for or used for the purpose of the Lincoln City Libraries, excluding parking surfaces not specifically intended for such use like downtown parking garages; and
  - C.       Grass or garden areas provided specifically for the purpose of the Lincoln City Libraries; and
  - D.       In or on vestibule, exterior steps and entranceways, including handicap accessible ramps or other similar structures, to buildings provided for or used for the purpose of the Lincoln City Libraries; and
  - E.       In or on any exterior area that would in anyway obstruct, interfere, and/or prevent access to entrances and/or exits of a building provided for or used for the purpose for the Lincoln City Libraries. This would include a minimum of at least five feet laterally from the sides of all entrances and exits of a building and a minimum of ten feet from the front of entrances and exits of facilities of the Lincoln City Libraries, except that the ten feet minimum shall not apply to the front of entrances of the Bennett Martin Public Library; and
  - F.       In or on any area that obstructs, interferes, and/or prevents access to entrances and/or exits of driveways, parking areas, and/or sidewalks provided for or used for the purpose of the Lincoln City Libraries; and

- G. In or on any facilities provided for or used for the purpose of the Lincoln City Libraries after the hours of operation in which Lincoln City Libraries conduct business with customers.
- H. Exceptions are as follows:
  - 1. Any official government activities and/or materials related to the operation of the Lincoln City Libraries by the Lincoln City Libraries, its officials, employees, agents, volunteers, and/or contractors are excluded from this policy.
  - 2. Speeches or press conferences not related to the government operation of City of Lincoln or political campaigning are excluded from this policy and may be given or held in meeting rooms, subject to the rules and policies for use of meeting rooms.
  - 3. Any official government activity, material, speech, or press conference related to the operation of the City of Lincoln is excluded from this policy. Prior notice shall be provided to the Library Director. Press conferences held by officials of the City of Lincoln in relation to political campaigning shall not be considered related to the operation of the City of Lincoln and shall be prohibited.
  - 4. Any sidewalk adjacent to the public streets.
  - 5. Adjacent areas provided for, used for, or under the control of another agency or entity.
  - 6. Where otherwise allowed by policies of the Lincoln City Libraries or by law.
- II. Skateboarding, rollerblading, biking, or other similar recreational activities are prohibited at all times on facilities provided for or used by the Lincoln City Libraries, excluding sidewalks adjacent to public streets or adjacent areas provided for, used for, or under the control of another agency or entity, except:
  - A. Where such activity is used strictly as a means of transportation to enter and exit the parking lot used for or provided for the Lincoln City Libraries at a reasonable rate of speed; and
  - B. When such activity is conducted in such a manner as not to endanger customers, library staff, and/or public and private property.
- III. No person shall use or remain in or on facilities provided for or used by the Lincoln City Libraries after the hours of operation in which Lincoln City Libraries conduct business with customers.
  - A. Exceptions are as follows:

1. Any official government activities and/or materials related to the operation of the Lincoln City Libraries by the Lincoln City Libraries, its officials, employees, agents, volunteers, and/or contractors are excluded from this policy.

**IMPLEMENTATION:**

Law enforcement, City of Lincoln Libraries' security personnel and staff shall have the authority to enforce this policy. Violators are subject to all civil and criminal laws, which include trespassing.

Adopted by Library Board: May 14, 1996  
Revised: July 15, 2008, January 18, 2011  
Reviewed by Law Department: July 25, 2008, January 14, 2011