

## **Noise Level Policy**

Use of the Library requires respect for others who are also enjoying the Library facilities and services. We understand that our users have many reasons for using Library spaces including reading, studying, collaboration, and pursuing business and community opportunities in person and online. In order to allow all of our patrons to use the Library, we are implementing the following policies concerning noise levels.

### **Silent Zones**

Silent Zones are indicated by posted signs or tabletop placards.

We ask that patrons working in these areas refrain from any noisy activity, including but not limited to talking in person or on a device, allowing cell phone notifications or ringers to sound, using handheld audio or gaming devices, or similarly disruptive noises.

### **Everywhere Else**

Talking and collaboration are allowed although the same rules of respect and consideration for other users of the space apply. Quiet discussion, group work, and conversation are allowed.

Any sound that may be disruptive to others may prompt Library employees to request patrons to stop the noisy activity or take their conversations, devices, or phone calls away from other users and/or out to our foyer or outside the building.

### **Cell Phones**

While using your cell phone, we ask that you be considerate and respectful of others by following these guidelines:

- Silence your cell phones.
- Do not use speakerphone.
- Limit your calls to brief, quiet conversations.
- Speaking on phones is not allowed in our designated Silent Zones, at staff desks and/or during Library programs.

### **Audio Playback**

Refrain from using any personal electronic equipment, including computers, radios, audio players, etc. at a volume that may disturb others. Use of personal headphones at a reasonable sound level is required.

If you are having an interview or require privacy, please inquire about the possibility of using one of our private study rooms at Brookline Village.

Voted by the Board of Library Trustees 14 April 2015

Amended by the Board of Library Trustees 13 September 2022