

**EAST LONGMEADOW PUBLIC LIBRARY  
BOARD OF LIBRARY TRUSTEES**

**CELL PHONE USE POLICY**

Many people visit the library expecting to find a quiet place to read or study. We recognize that ringing cell phones and personal phone conversations can be both distracting and disturbing to others. We ask that cell phone users respect the rights of others by observing the following:

- Library patrons should make all calls from the vestibules or use cell phones outside the building;
- Library patrons should use the silent signal function as the alert for incoming calls. Patrons who do not have the silent signal function should turn the audible signal to the lowest volume;
- When receiving an incoming call, library patrons should either move to a vestibule or take the call outside the building;

Library patrons who fail to comply with the above will be asked to leave the building.

*The Cell Phone Use Policy is subject to review and amendment by the Board of Library Trustees.*

**Approved by the Board of Library Trustees, January, 2005  
Amended by the Board of Library Trustees, July, 2013**