

SUSPENSION OF LIBRARY PRIVILEGES NOTIFICATION AND APPEAL PROCESS

Customers who do not comply with the Anythink Behavior Policy may be asked to leave the library for a period of one to 30 days by branch staff. Anythink's director of customer experience manages any proposed suspension of 30 days to one year. At the recommendation of library staff and branch managers, the director of customer experience or designee issues a letter to the customer specifying the behavior that violated the Anythink Behavior Policy and the penalty for doing so, which may include a suspension time of up to one year.

At the recommendation of the library director, the Board of Trustees may suspend a customer from Anythink facilities for a period of one year or more if the customer's conduct is deemed an ongoing threat to library customers or staff.

Any customer who has had his or her library privileges suspended may appeal in writing to the Anythink director. An appeal petition must be mailed or delivered to the director at Anythink Libraries, 5877 East 120th Ave., Thornton, CO 80602, within 15 days of the suspension. The appeal petition must include all reasons the customer believes he or she is not in violation of the Anythink Behavior Policy. The Anythink director will review the petition and provide a written response within 10 business days with a copy to the Board of Trustees. The Anythink director may uphold the suspension, overturn the suspension or propose an alternative. The determination is final and shall have no precedential value. An appeal may not be repeated.