

Greenwood Public Library

TEEN ADVISORY BOARD

Code of Conduct

If your application is accepted to join the Teen Advisory Board you will be a library representative among your peers and other patrons.

This is a commitment we hope you will take seriously. As part of this commitment, we ask you to abide by the following code of conduct while you are in the library and/or at library-sponsored events.

- Attend monthly TAB meetings - missing ***no more than three*** in the year due to conflicting schedules or illness. If you are unable to attend please notify YA Librarian.
- Punctuality: Members will make every effort to be on time and will inform the TAB advisor of any delays.
- Resignation: Members will inform the TAB advisor if they decide to resign from TAB membership.
- Return library items on time. If you do return items late, pay any fines off right away.
- Follow through on volunteer commitments (If you are signed up to help out with an event - be there - or give the YA Librarian enough warning to find someone else).
- Listen to and follow the instructions of the library staff.
- Be polite to other patrons (they are our customers, and we ask our volunteers to treat them with the same courtesy that we do).
- Dress appropriately for all library-sponsored events.
- Treat other TAB members and library staff respectfully.
- Do not use foul language or name calling when at the library or library events.
- No Running, pushing, or other physical games.
- Maintain a reasonable level of quiet when in the library.

Dismissal from TAB membership may occur under the following circumstances and only after TAB advisors have made every attempt to resolve the situation before removing the member from the board:

- The member does not attend three consecutive meetings without effort made to inform TAB advisors, making the absence unexcused.
- The member has shown continual disregard of the codes of conduct listed above.
- The member has violated a specific rule set forth by the members of the TAB.

Please sign below

I have read the above Code of Conduct and agree to abide by it while I am a member of the Teen Advisory Board.

Date

