

If any person is asked to leave and refuses, the police will be called to remove that person.

E. All temporary suspensions will be reviewed by the Security Manager or their designee within the two-week temporary suspension period. The Security Manager will notify the patron of the library's decision in writing within ten (10) business days of the suspension if contact information is available. The written notification will also be available for pick up at the library provided the patron has provided the library with their name.

F. An incident report will be written, which may include photographs or recordings of patrons who have had their library privileges suspended for inclusion in the security report database.

II. RIGHT OF APPEAL

A. A patron whose library privileges have been suspended beyond the temporary two-week period may submit a written request for reconsideration of the suspension decision or reinstatement of library privileges to the Security Manager. The Security Manager or a designee will respond to the appeal within ten (10) working days of the date that the appeal is received. The decision of the Security Manager may be appealed to the Chief Librarian. The decision of the Chief Librarian is final.