



## Pickerington Public Library

### Concealed Weapons Policy

Board Policy:

DATE REVIEWED: 2/9/2017  
DATE APPROVED: 2/9/2017  
EFFECTIVE DATE: 2/9/2017  
REPLACING POLICY EFFECTIVE: 3/8/2004

The Pickerington Public Library is a community gathering place for lifelong learning and has children and adults of various ages in the library building during all service hours. Ohio public libraries are exempt from the state's "Concealed Carry" law as a political subdivision of the State of Ohio:

*Any building that is a government facility of this state or a political subdivision of this state and that is not a building that is used primarily as a shelter, restroom, parking facility for motor vehicles, or rest facility and is not a courthouse or other building or structure in which a courtroom is located.*

Ohio Revised Code, Section 2923.126

Weapons of any kind, concealed or in plain view, are prohibited in any Pickerington Public Library facility.

A deadly weapon is any instrument, device, or thing capable of inflicting death, and designated or specially adapted for use as a weapon, or possessed, carried, or used as a weapon, including knives and explosives, or listed as listed in the Ohio Revised Code, Section 2923.11. A firearm is any deadly weapon capable of expelling or propelling one of more projectiles by the action of an explosion or combustible propellant. A handgun is any firearm designed to be fired by the use of a single hand.

Active duty law enforcement personnel are permitted to carry weapons onto Library property.

The Pickerington Public Library will post the necessary notification of its status as exempt from Ohio's Concealed Carry legislation, as required by the Ohio Revised Code 2923.1212.

Administrative Procedure:

DATE REVIEWED: 2/9/2017  
DATE APPROVED: 2/9/2017  
EFFECTIVE DATE: 2/9/2017  
REPLACING POLICY EFFECTIVE: New

- i. Visitors, Students and Vendors aka Customers
  - i. If a handgun (or other weapon) is discovered on a patron, the employee discovering the handgun or weapon should immediately inform Library Security, Management and Administration.
  - ii. The Person in Charge (PIC) shall respond immediately to all such calls. The PIC shall inform the patron of the Library's policy of prohibiting all firearms including handguns on Library premises. If the patron possesses a valid license to carry a handgun, the PIC shall allow the patron to remove the handgun from the building. If a patron does not possess a valid license for the handgun, notify the local law enforcement agency.
  - iii. Ohio law permits a loaded handgun to be transported in the trunk of a motor vehicle or, if unloaded, in a box or other container in the motor vehicle.

#### B. Employees/Volunteers/Third Party Support

- i. No employee, volunteer or third party support staff member shall be allowed to possess a handgun or other weapon in the Library. Individuals are to notify the Director or his/her designee if another employee, volunteer or third party support member is believed to have a handgun.
- ii. The Director or his/her designee shall handle the situation as appropriate for the circumstances.
- iii. The Director or his/her designee should make the person aware of the Library's policy and ask the individual to remove the handgun from the Library immediately.
- iv. The Director or his/her designee should do what is necessary to assure compliance with this instruction up to and including notifying the local law enforcement agency.
- v. Any employee or volunteer who violates this policy shall be subject to discipline under the Employee Handbook

#### C. Reporting Obligation

- i. If any employee or volunteer believes that another person (visitor, another employee, physician, other clinical practitioner or any other guest of the Library) possesses a concealed handgun or other deadly weapon on the Library's premise, the employee shall report this belief and the basis for this belief immediately to his or her supervisor and to security (when available) simultaneously.
- ii. Failure to report knowledge of the presence of any firearm on Library premises shall subject the employee to discipline.

#### D. Safety

- i. Employees, including Contract Security, should be aware that the enforcement of this policy deals with confronting individuals carrying loaded handguns.
- ii. Under no circumstances should any employee take any unnecessary risks or compromise his or her safety in enforcing this policy. Local law enforcement should be contacted immediately if deemed necessary.

#### E. Signage

- i. Compliance signage will be posted in conspicuous places at the entrances of each library facility announcing the Library's policy of prohibiting firearms and other deadly weapons on the premises of the Library.
- ii. Compliance signage will be maintained by Facilities Management staff.
- iii. Signage will have the mandatory phrasing in accordance with ORC 2923.1212.  
"Unless otherwise authorized by law, pursuant to the Ohio Revised Code, no person shall knowingly possess, have under the person's control, convey, or attempt to convey a deadly weapon or dangerous ordnance onto these premises."

#### F. Toy and Replica Weapons

- i. Toy guns, replica or imitation weapons or other items that could be reasonably mistaken for a firearm are prohibited from library facilities in accordance with this policy. The only exception where toy, replica or imitation weapons are permitted is during library sanctioned programs or events.