**SEX OFFENDER POLICY**

1. The purpose of this policy is to ensure that the Library is in compliance with Iowa State law that excludes sex offenders (defines as a person who is required to be registered in the Iowa Sex Offender Registry) convicted of sex offenses against minors from public libraries. This policy adopts the definitions of Iowa Code Chapter 629A, as amended.
2. The Library Director acts as “library administrator” for purposes of Iowa Chapter 692A. The Library Director may give written permission required by Iowa Code Section 692A.113(f) for registered sex offenders convicted of sex offenses against minors to be present on library property. Such permission may be granted after consultation with law enforcement and/or other appropriate governmental officials. The Director will give strong deference to the recommendations of law enforcement personnel. Issuance of a library card to a registered sex offender convicted of sex offense against minors does not constitute written permissions from the library administrator for that offender to be present on library property. Individuals may appeal this decision, as it relates to them, to the Library Board of Trustees.
3. Registered sex offenders convicted of sex offenses against minors may not loiter, as defined under Iowa Code Section 692A.113(g), as amended, within three hundred (300) feet of library property.
4. In accordance with Chapter 692A of the code of Iowa, the Board of Trustees for the Cresco Public Library prohibits the presence of registered sex offenders convicted of sex offenses against minors upon or within 300 feet of library property.
5. Persons barred from library property under the law remain entitled to library service. It is the responsibility of the library user to arrange for a courier to select, check out, and return materials to the library through possession of the library user’s card.
6. Violations of this policy will be immediately reported to law enforcement.

**Procedure:**

 If library staff believe a registered sex offender is using the library, a staff member should call the police and inform them of the situation. Library staff must fill out an incident report and provide it to the Director. Library staff should not confront the individual directly. Library staff should not attempt to become familiar with all the sex offenders in the area by utilizing online registries, or to enter information pertaining to sex offenders into the library’s patron database. Mistakenly identifying and/or accusing someone could lead to serious issues.

 If a patron approaches library staff and reports another library user as a registered sex offender, the staff member should ask the patron to contact the police department directly. If the person refuses to do so, the staff member should turn the matter over to the Library Director who will relay the information obtained from the individual reporting the alleged sex offender to the police to be properly investigated. Library staff must fill out an incident report and provide it to the Director.

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