



# Policy Manual

## PUBLIC POLICIES

### Policy P12: Smoking On/In Library Property

1. Smoking is strictly prohibited inside the Library building and on the patio.
2. City ordinance, Article V, Section 22-101 extends the no smoking prohibition to 100 feet from the entrances of all buildings, except as otherwise designated.
3. The use of tobacco is prohibited in all Library owned vehicles.
4. It is unlawful for anyone under the age of 18 to use or possess tobacco. If staff suspects a youth under the age of 18 to be smoking, the Novi Police Department will be contacted at the non-emergency number to investigate.

Approved: January 21, 2009; Amended: May 15, 2010

Signed:

A handwritten signature in black ink that reads "Lawrence A. Kilgore". The signature is written in a cursive style.

Lawrence A. Kilgore  
President  
Novi Public Library Board of Trustees