



Smoking On/In Library Property

Policy

1. To protect and enhance indoor air quality and contribute to the health and well being of all employees, the Novi Public Library shall be entirely smoke free in all areas.
2. In accordance with Novi City Ordinance, smoking will be strictly prohibited within all areas inside of the building. This applies to all employees, clients, contractors and visitors.
3. 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.
4. The use of tobacco shall be prohibited in all Library owned vehicles.
5. 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.

Effective: January 21, 2009

Signed:

A handwritten signature in black ink, appearing to read "Laura M. Casey", is written in a cursive style.

Laura M. Casey
President
Novi Public Library Board of Trustees