

# CUSTOMER POLICIES

## WEAPONS

### Board Policy:

**DATE REVIEWED: 01/26/2023**  
**DATE APPROVED: 01/26/2023**  
**EFFECTIVE DATE: 03/01/2023**  
**REPLACING POLICY EFFECTIVE: 09/22/2022**

Ohio public libraries are exempt from the state's "Constitutional Carry" law as political subdivisions of the State of Ohio.

Weapons and replicas of weapons are prohibited in all Columbus Metropolitan Library (CML) buildings, including deadly weapons and firearms, as defined below. The carrying of concealed handguns or other deadly weapons is prohibited in all library buildings, regardless of whether the individual possesses a valid concealed handgun license. Appropriate signage shall be posted at all public entrances and the primary staff entrances at all library buildings.

Brandishing or using knives or other items in an unsafe manner that could reasonably result in personal injury or property damage is prohibited in all CML facilities.

For purposes of this policy, the terms defined below shall have the indicated meanings, consistent with the applicable provisions of the Ohio Revised Code.

A "deadly weapon" is any instrument, device, or thing capable of inflicting death, and designed or specially adapted for use as a weapon, or possessed, carried, or used as a weapon.

A "firearm" is any deadly weapon capable of expelling or propelling one or more projectiles by the action of an explosion or combustible propellant. "Firearm" includes an unloaded firearm, and any firearm that is inoperable but that can readily be rendered operable.

### Administrative Procedure:

**DATE REVIEWED: 01/26/2023**  
**DATE APPROVED: 01/26/2023**  
**EFFECTIVE DATE: 03/01/2023**  
**REPLACING POLICY EFFECTIVE: 09/22/2022**

- A. Employees will immediately notify the person in charge and/or Security if they observe or are made aware of anyone on CML property who is in possession of a deadly weapon or firearm, or is using a knife or other item in a threatening or unsafe manner.

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Security and/or the person in charge at the location shall respond immediately to all such notifications and shall inform the offending individual of CML's policy of prohibiting all firearms and other deadly weapons in library buildings and/or the prohibition on using knives or other items in a threatening or unsafe manner that could reasonably result in personal injury or property damage.

Security or the person in charge at the location will notify local law enforcement.

- B. Failure to report knowledge of the presence of any firearm or other deadly weapon on library property or the threatening or unsafe use of a knife or other item shall subject the employee or volunteer to discipline up to and including termination.
- C. Employees, including Security, should be aware that the enforcement of this policy may involve confronting individuals carrying loaded firearms, other deadly weapons or knives. Under no circumstances should any employee take any unnecessary risks or compromise their safety in enforcing this policy. Local law enforcement should be contacted immediately.
- D. If necessary, Security or the person in charge may temporarily secure and store confiscated firearms, weapons or knives in a safe location and immediately contact law enforcement to remove them from the premises.
- E. Signs will be posted in conspicuous places at all public entrances and at the primary staff entrance announcing the library's policy of prohibiting firearms and other deadly weapons on library premises.
- F. Toy guns, replica or imitation guns or other items that could be reasonably mistaken for a weapon are strictly prohibited on library property in accordance with this policy.

**Related Policies/Forms:**

- Customer Code of Conduct
- Suspensions