

## **Carter Lake Public Library**

### **Bed Bug Policy**

It is the responsibility of Carter Lake Public Library to maintain a healthy and clean environment for all library users and to protect the City of Carter Lake's investment in the library collections, equipment and property. The Carter Lake Public Library will actively work toward the prevention and containment of bed bugs and bed bug eggs in all library materials and on the library premises.

1. Library patrons must cease the borrowing of materials from the library if they are experiencing a bed bug or pest infestation in their residence.
2. Any materials returned by a patron that show evidence of bed bug or other pest infestation will result in immediate suspension of privileges to borrow tangible items from the library. The patron is permitted to borrow digital items. Any materials found with bed bugs will be disposed of properly.
3. In the event that a patron discovers evidence of pests, a live or dead bed bug, bed bug eggs, feces or spotting associated with bed bugs in library materials, the patron must immediately do the following:
  - a. If the materials are inside of the library: bring the materials to a staff member of the problem.
  - b. If the materials are outside of the library and in the possession of the patron: place the materials into a sealable plastic bag and add tape to cover the sealed opening. Return the sealed materials to a staff member and inform the staff of the problem. Patrons must NOT use book drops to return materials suspected or with evidence of bed bugs or other pests.
4. Patrons are prohibited from self-treating library materials that are suspected to contain bed bugs or other pests. Patrons will be held responsible for any damage sustained to library materials.
5. The suspension identified in this policy will be lifted after the patron provides proof that his or her residence has been successfully treated and eradicated of bed bugs or other pests by a licensed and accredited pest control company.

Bed Bugs Policy  
Adopted October, 2025