



Unattended Items Policy

Morley Library is not responsible for the property of its patrons and will not store lost or unattended items. Patrons are prohibited from leaving items unattended in or on library property.

- Unattended items that are blocking aisles, entryways, or exits, or are otherwise creating a disruption will be removed immediately by library staff.
- At the close of business any unattended items will be removed by library staff.
- The library will not attempt to identify, locate, or contact the owner of any unattended items.
- The library may dispose of any unattended items that have been removed by library staff.
- The library may, at the discretion of library staff, hold unattended items for a period of 24 hours and return said items to the owner if the library determines that ownership has been satisfactorily established.
- The library will not hold any unattended item that has been left unattended for a second time.

Wallets, personal documents/IDs, electronics, and other items of a sensitive nature or high value may be secured in a manager's office or Admin office for 24 hours, and if not claimed by the end of that period, should be turned over to the Painesville Police.