

CITY OF WILLOWS  
LIBRARY POLICY MANUAL

POLICY: 14

SUBJECT: Rules of Conduct

EFFECTIVE DATE: 2/26

**The Willows Public Library welcomes all patrons who comply with these  
Rules of Conduct.**

The purpose of these rules is to ensure that all patrons of the Willows Public Library have access to and use of library facilities in a quiet, orderly, sanitary and safe atmosphere, unhindered and undisturbed by the disruptive actions and behavior of others.

A person will be immediately expelled and suspended for committing or attempting to commit a serious offense, including assault; battery; theft; vandalism; sexual offenses; offensive touching; harassment, stalking or threatening behavior; the use of alcohol or controlled substances; or having unsanitary bodily hygiene so offensive to other persons that it constitutes a nuisance in the Library.

A person engaged in the following behaviors will be asked to stop the behavior, and may be asked to leave the library. Failure to comply with requests may result in suspension from the Library premises. Any person who refuses to leave the library when asked to do so will be suspended from the Library premises and authorities will be notified. (California Penal Code 602)

- Disorderly behavior, loud talking, offensive language, or engaging in noisy or boisterous activities.
- Using cell phones, computers or other auditory devices in a manner that disturbs others. Loud or extended conversations should be moved outside the library.
- Leaving children unattended anywhere on the Library premises if they are under the age of 9 or if such children interfere with or disrupt other's use of the library.
- Misuse of library furniture or equipment.
- Interfering with or blocking free passage with bicycles, large backpacks, and other bulky items.
- Leaving personal belongings unattended.
- Giving speeches or handing out literature in the Library (however, such conduct may be allowed at Library programs upon receiving permission from the appropriate Library staff).
- Soliciting money on the Library premises.
- Smoking, bathing or sleeping in or around the library. Smoking within 20 feet of library entrances and windows is prohibited. (California Government Code 7597) Eating and drinking are only allowed in tiled floor area and prohibited in all other areas.
- Bringing animals, other than service animals, into the library.
- Entering or remaining in the Library without shirt and/or shoes.
- Grouping around single computer stations.
- Using someone else's identification or library card number to access computers or check out items.
- Possessing weapons of any kind of Library premises.

Approved by Library Board of Trustees on 2/12/2026. Adopted by Willows City Council 2/24/2026.

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