



CITY OF SOUTH PASADENA

LIBRARY

1100 OXLEY STREET, SOUTH PASADENA, CA 91030

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NOTICE OF SUSPENSION OF LIBRARY PRIVILEGES 15-days

DATE: August 29, 2025

☒ Hand-delivered ☐ Mailed ☐ Other:

TO: Name Unknown

FROM: Cathy Billings, Library Director or Designee

Pursuant to my authority under South Pasadena Municipal Code Section 2.78-5(b)(6), your library privileges are suspended immediately for a period of **15 days**.

During this 15-day suspension **you are prohibited from entering the South Pasadena Public Library and the Library Park** (except for the entry way to the Senior Center and the area within the Senior Center). Failure to comply with this suspension constitutes a misdemeanor under South Pasadena Municipal Code Section 2.78-5(f). This is your first 15-day suspension in the prior twelve months.

You may return to the library on September 14, 2025.

Library privileges may be suspended for any person who violates library rules, the Library Code of Conduct, or a City ordinance. (See South Pasadena Municipal Code Section 2.78-5).

The Library's Code of Conduct states that a person whose personal hygiene is offensive, including odors, so as to disturb a reasonable person and interfere with or impair the ability of other visitors to use the Library facilities will be asked to leave the Library.

You were asked to leave the Library due to hygiene issues on Monday, August 25, and were told that you need to be clean before you returned. The week prior you had been asked to leave for the same reason.



Please be advised that any person expelled from the library for a period of 30 days or less may appeal the expulsion to the city manager, whose decision regarding the appeal shall be final and conclusive.

