

Unexpected Closings

In order to provide the best service, the library is open during scheduled hours whenever possible. However, the library's first priority is the safety of its employees and patrons; therefore, the library may be forced to close early, open late or not open at all on short notice for reasons beyond our control, such as extreme weather situations, building system malfunctions or other emergencies.

Decisions to close due to weather or other situations are made at the discretion of the Director, based on information and recommendations from local or regional agencies if applicable. If the Director is not available, the library staff member in charge may close the building.

In the event of an unexpected closing, all scheduled programs or meeting room reservations will be canceled. The Director and/or library staff will make every effort to provide reasonable notice of any such closing to the public and/or any person(s) who have reserved the meeting room.

While most unexpected closings will be quickly resolved, there may be times when the library will remain closed for days, weeks or months. In the event of a longer closing, every effort will be made to resume library services when possible.

Submitted for Consideration: 10/21/2014

Date of Approval: 10/21/2014

Reviewed and Approved: 12/12/2017

Amended: 12/8/2020

Next Review: 12/2023