



EMERGENCY CLOSURE POLICY

Lincoln County Library is a public service institution and every effort is made to maintain regular business hours. However, at times, a branch or the entire library system may have to close, shorten hours or cancel programs due to emergency conditions.

INCLEMENT WEATHER

Severe weather and/or road conditions that cause hazardous traveling, such as significant snow or ice accumulation, extreme (subzero) temperatures or blizzard conditions may require closing the library so staff and the public can get home safely. Library closures are at the discretion of the Library Director.

BUILDING CONDITIONS/EQUIPMENT FAILURE

Failure of vital building services, extended power failure, condition of the building or its equipment may require the library to open late, close early or close for the entire day. Reasonable efforts will be made to restore building conditions or equipment and resume library services. If conditions remain unchanged, the decision to close will be made by the Library Director.

HEALTH/SAFETY EMERGENCY

General health and safety emergencies or other circumstances in which other governmental agencies are closing may require the library to close. The decision to close and the length of closure will be made by the Library Board of Trustees. If an immediate emergency arises, the Library Director has discretion to close the library to ensure the safety of staff and public.

STAFF COMPENSATION

If the library opens late or closes early for an emergency, staff will be paid regular hours for the day. In the event of an extended closure, staff compensation in the form of regular pay or paid leave will be determined by the Library Board of Trustees.

Adopted 9/2020