

Edward U. Demmer Memorial Library

Inclement Weather and Emergencies Policy

Approved by Library Board: 04/2008, 04/2012, 03/2020

Last reviewed by Library Board: 03/2020

PURPOSE AND GENERAL POLICY

Library services will continue to be provided to the maximum extent possible under inclement weather conditions or other disruptive/emergency situations. The library will be prepared to respond to other disasters or disruptive events as a warming/cooling center, access to communications and wi-fi, and an emergency charging location. The library will be closed when concern for the safety of library staff and patrons overrides the value of continued work or when unable to provide services due to condition of library facility or equipment failure.

AUTHORITY TO CLOSE

The decision to close the library will be made by the director and the president of the Demmer board of trustees. In the director's absence, the designated person-in-charge, shall communicate with the board president to decide to close. If the president is unavailable, the vice president or treasurer in succession shall be asked to make the decision.

Staff members who live outside the town limits will not receive any special consideration. Those employees must recognize the possible additional difficulties of traveling to work and should be prepared to make any necessary arrangements for transportation.

PROCEDURES

Procedures for response to specific threats are outlined in addendum Oa. Emergency Procedures. Due to the rapidly evolving nature of many emergencies, procedures outlined in the addendum may be adapted without requiring board approval prior to implementation.