

Emergency Closing

Wabasso Public Library

Purpose

The Wabasso Public Library Board has an obligation to keep the Library and its services available to the public, and shall be open for business on all business days except legal holidays, situations of short staffing, and emergency situations.

General

In this policy, a declared emergency may include – but is not limited to – extreme weather, fire, disease, hazardous material, or bomb threat.

If there is concern about the safety of its employees and patrons, the Library Director may close the Library.

All programs will be postponed or cancelled during an emergency closing, delayed opening, or program cancellations. If the local school is closed, planned Library programs/activities will be cancelled.

The local news media will be notified of any emergency closings, delayed opening or program cancellations. Signs will be posted on the doors notifying patrons of the reason for the closing and/or cancellation when possible. Postings will also be made to the Library's social media platforms, and the Library's webpage.

The Library Director, along with the President and/or Vic President of the Library Board will determine when to close. In the absence of the Library Director, Library staff, along with the President and/or Vice president of the Library Board, will determine to close.

Approved 11-02-2021