

# **Dolton Public Library District**

## **Inclement Weather Policy**

**Approved by Board (date):** October 28, 2019

### **Purpose of Policy:**

At times when the weather becomes hazardous to the health and safety of the public and/or library staff, the library will close or take safety precautions.

### **Library Closures:**

There are times prior to opening, especially in the winter months, when the weather could threaten the safety of the public and library staff and would make reasonably safe travel to the library impossible. At such times, it may be necessary to not open the library in part or in full. Furthermore, there are times during operating hours, especially in winter, when the weather threatens the safety of the public and library staff and would make reasonably safe travel to and from the library impossible. At such times, it may be necessary to close the library early.

The Dolton Public Library District may close or delay opening when inclement weather creates hazardous conditions that make commuting unsafe for patrons and library staff. The decision to close the library early or not to open at all will be made by the Library Director, along with the Board of Trustees' President or her other designee. Notification will then be given to all Library Staff and Board Trustees of the closure.

If the library is closed due to inclement weather, all library staff will be paid for work lost due to the library closure without being charged sick or vacation time. If a staff member decides not to come to work when the library is open for business, then the staff member must use sick or vacation time for work lost.