Board Approved: \_9/27/23\_\_

 Reviewed: \_9/27/23\_\_

 Revised: \_09/2019\_\_\_

**Ionia Community Library**

**Inclement Weather Policy**

The library is an essential city service that citizens depend upon. When possible, the library will remain open during inclement weather to provide information services to the public. During weather advisories, library personnel will monitor weather conditions and will close the library if weather becomes severe.

Consider closing the library if:

* No school
* School is let out early or delayed
* Other businesses close
* Walkways and parking lot are not cleaned and are unsafe

Notifications may be made by:

* Announcement on 95.1 the Bull
* Posting a notice on the library doors when possible
* Posting a notice on the library’s Facebook page

Closing:

If the library is forced to close due to inclement weather, employees scheduled to work will not be paid.

If due to inclement weather; an employee is unable to report to work, reports to work late, or must leave early when the library is open, that employee will not be paid for those hours.

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