

Unscheduled Closing Policy

Webb Shadle Public Library

Adopted- 10-18-23

In effort to provide the highest quality service to its patrons the Webb Shadle Public Library will make every reasonable effort to be open as scheduled. However in the event of extreme weather conditions, prolonged power outages, and other unexpected circumstances the library may close or delay opening.

The Library Director in consultation with the board President will make decisions on closings. In the event the Director is not available the person in charge will contact the board president to make the decision to close. When making decisions to close the following will be considered: weather forecasts, road conditions, area closings, travel advisories and staff availability.

When an unscheduled closing occurs, the library shall make a reasonable effort to post notice on the front door and update the website and social media accounts with information regarding the unscheduled closure. Scheduled staff and volunteers shall be notified of the closing as soon as possible.

 10-18-23