

## **Inclement Weather/Emergency Closing**

Adopted, Board of Directors, 2/7/05

Amended, 2/4/08; 3/4/13; 3/6/17

The Somers Public Library is a public service institution and every effort is made to maintain regular hours for the public. The Library will close or alter its operating hours when the First Selectman (or designated Town Official) orders town buildings to be closed, when vital equipment in the building fails (e.g. furnace malfunction, no water in the building, no electricity, etc.) or when there is a general emergency in the town of Somers.

The library will not automatically close or delay opening based on the Somers Schools' schedule. The decision to close will be made by the Library Director (or senior staff member) after conferring with the Library Board Chairman and the First Selectman (or designated Town Official). Once the decision to close or alter the Library's operating hours is made, the Director will notify affected staff members. News media will be notified of any closings and an announcement will be posted on the library's website, if possible.

If the library is closed due to emergency conditions, employees will be paid according to the Town of Somers policy 4-9, Emergency Closings.