

# **Weather, Emergency, Non-emergency Closing**

## **Purpose**

The Morgan County Library maintains a regular schedule of hours open to the public. It may become necessary to close the library, shorten hours, or cancel programs when certain conditions pose a safety hazard to the public and staff or prevent basic library functions.

## **Policy**

### **Emergency Closings**

#### **Tornado, Fire, Bomb Threat**

Librarians utilize emergency plan, clearing patrons from their designated area through closest exits.

### **Non-Emergency Closings**

#### **Power Outage (lightning or utility pole damage)**

Director clears the building of general public, stating that the library will be closing until electricity is reinstated.

### **Snow Closings**

All closings will be at the discretion of the Director.

Mid day closings will be determined by travel advisories from MO Hwy. Patrol & Morgan Co. 911.

Closings are announced in as many ways as possible given the circumstances of the emergency and may include: posted on the front door of the library, the library Facebook page, KS-95 Radio and Television Channel 17 will be notified of early closing. The library website will have closing policy noted.

If the community room is to be used and the library is closed due to weather or other emergencies all programs will be terminated.

***Revised by Library Board of Trustees on May 14, 2015. Reviewed on October 14, 2021***