

Unexpected Closure Policy

While the Blackfoot Public Library exists to serve the citizens of Blackfoot and makes every effort to maintain its posted hours of operation, hazardous weather, building problems, extreme cold weather, power outages, or other emergency conditions may make it necessary to alter the hours or even close altogether. Of the options available...delayed opening, early closing, and total closure...the last is the least desirable and will not be implemented if other options are feasible.

The authority to unexpectedly close or modify hours of operation resides in the Board of Trustees, who delegate it to the Library Director or, in the absence of the Library Director, to the staff member on duty at the time of the emergency.

The Library will consider closing, adjusting opening or closing time when:

- *The weather is more than twenty (20) degrees below zero Fahrenheit.
- *Public Officials have asked that non-emergency trips be postponed.
- *The Library is experiencing a power outage or other form of building maintenance issues.
- *The routes to and from the Library and the Library's parking lot are difficult, or impossible to negotiate, with an ordinary car.
- *Conditions may endanger patrons or staff.

A decision to close or alter hours of operation will be made as early as possible. Once the decision is made, the Library's Emergency Procedure will be implemented.

Materials due on a day when the Library is unexpectedly closed will be considered as due the next day the Library is open. Fines will not be charged for these days.

Revised: 10-7-13

Policy Committee: 11-6-17

Board Approved: 12-4-17