



INCLEMENT WEATHER/EMERGENCY CLOSING POLICY

1. In case of inclement weather, the Marion County Library will follow other county offices in closing.
 - a. Opening may be further delayed beyond the opening time announced by the county if the parking lot is not cleared or a minimum of staff is not available.
 - b. If the library is open and the weather deteriorates, or if the library is scheduled to open but the weather is deteriorating, the Library Director may close the library so the staff and patrons are able to travel safely.
 - c. In case of non weather emergencies the director may close the library.
2. Notice of further delayed opening or early closing will be transmitted to local news media, voicemail, posted on the library website, and at the library.
3. No fines will be charged when the library is closed for inclement weather. Fines will be waived for patrons who are unable to return material on time due to inclement weather.
4. Library employees will be paid for any time the library is closed.
5. Employees must exercise their own judgment regarding safe travel.
 - a. If the library is open but an employee determines that it is not safe to travel, the employee may use vacation or comp time to be paid for the lost time. An employee who does not have vacation or comp time available will not be paid.

Adopted by the Marion County Library Board
January 04, 2018

01/04/18



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Judith R. Bearden

Judith R. Bearden, Chair

01/04/18