

Elkhart Lake Public Library – Emergency Closing Policy

Purpose of Policy

When conditions become hazardous to health and safety of the public and/or library staff, the library will close or take safety precautions.

The decision to close the Library during an emergency will be made by the Library Director. The Library Director will alert the public to closures on our website, through social media, and a local media outlet.

Inclement Weather:

The Library Director will take into consideration the closure of the Elkhart Lake/Glenbeulah School District when deciding to close the library due to inclement weather. If there is a question of closing the Library in the evening, the staff person in charge will contact the Library Director for a decision. If the Library Director is unable to be reached, the staff person in charge will make the decision and notify all necessary outlets.

Emergency conditions:

In the event of hazardous and/or safety issues, the staff will refer to and follow the recommendations provided in the Village of Elkhart Lake Emergency Response Guidebook. In addition, conditions like flooding, loss of electricity, sewer backups, health emergencies and other unforeseen conditions, closing will be determined on a case by case basis by the Library Director.

Adopted July 9, 2018