

Operations

In order to maintain maximum service and in consideration of patron use, the Library District establishes the following policy regarding hours of operation and closings:

1. The Executive Director shall propose a schedule of operations in November for the following year. This schedule shall list all days of closure and shall be approved by the Board of Trustees no later than November 30.
2. While every effort will be made to honor the schedule of operations, emergency closings may be required due to inclement weather, loss of power, or other emergencies. The Executive Director, in response to conditions at hand, shall determine such closings and notify the public.
3. Closings for scheduled maintenance of facilities will be kept to a minimum and be determined by the Executive Director.
4. Closings for any other reason shall be determined by the Executive Director after consultation with the President of the Board of Trustees or the Vice President.