

EMERGENCY CLOSING POLICY

The Berthoud Community Library District (BCLD) is a public entity; therefore, users can expect the library to be open even in severe weather or when building functions are impaired. Staff will attempt to make temporary accommodations to keep the building open, such as the use of space heaters or fans.

There may be times when emergencies, such as severe weather, fires, or power failures, disrupt normal operations at BCLD. The Library CEO will consider staff and user safety, as well as local government, business and school closures, when making the decision to close.

It is the responsibility of the Library CEO to determine whether or not the library should close as well as the duration of the closure. The Library CEO shall inform the Board President (or other Trustee if necessary) when closing.

The Library CEO will post public announcements of the unscheduled closure on the library's website, telephone answering message, notes on the front door, and by any other sources that may be available.

Revised 6/8/16