

# Adverse Weather and Emergency Closing Policy

The Shorewood Public Library is a hub in the community, with a climate controlled building open for all ages 60+ hours per week. The Library strives to keep the facility open to the public during inclement weather, and may stay open when the Shorewood School District cancels classes and activities or the Village of Shorewood cancels non-essential services.

All decisions regarding Library closure due to adverse weather or other emergencies are at the discretion of the Library Director, who will attempt to consult the Library Board President.

The Library will compensate scheduled library staff at straight time when the library is closed to the public and staff for more than four hours in a calendar day due to adverse weather or other emergencies for up to three calendar days in a calendar year. If the library is closed to the public and staff for less than four hours in a calendar day due to adverse weather or other emergency, scheduled staff have a variety of options based on their job title and benefit status.

Approved by the Library Board October 13, 2021