

Village of Kewaskum Public Library
Emergency Closing Policy

The Village of Kewaskum Public Library recognizes that on occasion, inclement weather, hazardous driving conditions, unexpected staffing shortages or other circumstances may prevent the library from opening, postpone opening or require early closing. The primary factor of any decision made will be the safety of staff and library patrons. However, maximum effort will be made to maintain regular library operating hours.

The decision to close or postpone the opening of the library is at the discretion of the Library Director. If the Library Director is not available, the decision will be made by the Library Board President. The Library Director will notify the Library Board President, the Village Administrator, and the Monarch Library System in the event of a closing. Additionally, closings will be posted on the library's website and Facebook page.

Staff scheduled to work when there is an emergency closing will be offered the opportunity to make up the hours lost within the same pay period.