

**LINCOLN CITY LIBRARIES
LINCOLN, NEBRASKA**

POLICY TITLE: **CLOSING POLICY**

PURPOSE: Authorizes Library Director, or designated staff, to close libraries.

IMPLEMENTATION: In addition to the City observed holidays, the Library Director shall develop a closing schedule on an annual basis.

The Library Director, or designated staff, is authorized to close or evacuate a library in an emergency, unsafe conditions or threatening weather conditions. Library staff will have the opportunity to report to work at a designated open library.

ADOPTED BY LIBRARY BOARD: March 18, 2008
REVIEWED BY LAW DEPARTMENT: March 4, 2008