

EMERGENCY CLOSINGS

Tornadoes

In the case of tornado watches, business will proceed as usual. If a tornado warning is issued, the Library will be closed until an all clear is received from the Macomb County Emergency management Division. Library patrons in the building will be directed to an interior room within the library.

Adverse Weather/Equipment Failure

The Library is a public service institution, and every effort is made to maintain regular hours for the public. The Library will be closed only when weather conditions deteriorate to the point where emergency situations prevail, when vital equipment in the building fails (e.g. furnace malfunction, no water in the building, no electricity, etc.) or when there is a general emergency within Ray Township. The decision to close the Library will be based upon:

- General conditions of roads in the Ray Township and Macomb County Area.
- Condition of the Library's parking lot and walkways.
- Availability of staff to open and operate the Library.
- Condition of the building's equipment.
- Requests for closure by local, county or state law enforcement agencies.

The Library will not automatically close or delay opening based on any other institution's actions. The decision to close will be made by the Library Director. If the Library Director is unavailable, the Library board Chair or Vice Chair will make the decision. All remaining staff will then be notified.

Adopted September, 2008