

INCLEMENT WEATHER POLICY

1. It is the Policy of Boyle Public Library to remain open during most periods of inclement weather; however, where extraordinary circumstances warrant, due to weather or other unforeseen business interruption, the company reserves the right to close the facility.
2. Should this occur, employees will then be communicated to whether Boyle Public Library is open or closed on a given day.
3. The Library Manager or designate in their absence will communicate with Board Chair/Member and make a final decision as soon as possible during periods of such inclement weather and communicates this to Employee(s).
4. Boyle Public Library Manager will post the closure communication on social media and website where/when possible.

FACILITY CLOSED

1. If the facility is announced to be closed on a given day, employees will not receive pay for the day.

FACILITY OPEN

1. If the facility remains open on an adverse weather day, employees who report to work will receive their normal pay for the day. If an employee elects not to report to work on a facility open day the employee will not be paid for the day.
2. If the facility remains open or closed on an inclement weather day, it is each employee's decision to determine if they can safely arrive at work under the conditions. If any employee elects not to work on a given day Boyle Public Library requires the courtesy of a phone call (at least one hour before opening) to the Library Manager advising as to your status for the day.