

BRIDGMAN PUBLIC LIBRARY
EMERGENCY CLOSINGS

Adverse Weather / Unsafe Conditions

The Library is a public service institution, and every effort should be made to maintain regular hours for the public. However, the Library will be closed when weather conditions deteriorate to the point where emergency situations prevail, vital facilities in the building (e.g. furnace, water, electricity, etc.) fail, and/or a general emergency within the City of Bridgman cause(s) safety issues. The decision to close the library will be based upon:

1. The safety and well-being of the staff currently at the library, and those scheduled to arrive for their shift with respect to road conditions or other natural phenomena.
2. The safety and well-being of patrons already at the library, or attempting to arrive at the library.
3. The general conditions of roads in Bridgman and Lake Township.
4. The availability of staff to open and operate the Library.
(Minimal staffing levels are defined as two persons to run circulation.)
5. The condition of the building's facilities.
6. Requests for closure by local, county or state law enforcement agencies.
7. Closure of Bridgman Public Schools.

In the case of a tornado WATCH, the Library will remain open. If a tornado WARNING is issued, the Library will close until an all-clear is received. Library patrons in the building will be allowed to remain in the library until the all-clear is sounded and will be guided to a safe location within the library (women's bathroom, children's bathroom, children's storage room, after-school storage room, drive-up book room). Unattended minors will be asked to stay in the building until a parent/guardian picks them up or until the all-clear is sounded.

In the case of severe winter weather, the Library may, in conjunction with Bridgman Public Schools, close or delay opening, unless the Library Director determines the weather is not severe enough to justify suspending library operations. The Library may also delay opening until travel conditions are deemed safe. The final decision to close for the day will be made by the Library

Bridgman Public Library
Emergency Closings
Adopted January 20, 2011
Reviewed April 10, 2016
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Director (or designee) by 9:00 a.m. Once the decision to close has been made, staff and media will be notified by 9:15 a.m.

The public will be notified of the Library's closing by:

- Posting on website and all BPL social media accounts.
- If possible, a sign will be posted on the front door of the library.