

**\*Note: The Library Board voted on January 23, 2017  
to follow this policy for 2017\***

## **Closing Policy**

It is the Policy of the Three Oaks Township Public Library to be CLOSED on the following days throughout the year:

**New Year's Day**

If New Year's Day falls on a Friday, the Library would also be CLOSED on Saturday.

**Good Friday and the next day, Saturday, before Easter.**

**Memorial Day AND the preceding Saturday.**

**Independence Day**

If Independence Day falls on a Sunday, the Library will be CLOSED Saturday and Monday.

If Independence Day falls on a Friday, the Library would also be CLOSED on Saturday.

**Labor Day AND the preceding Saturday**

**Thanksgiving Day AND the Friday and the Saturday After Christmas Eve**

**Christmas Day**

If Christmas Day falls on a Friday, the Library would also be CLOSED on Saturday.

**New Year's Eve**

The Library is also CLOSED on days that River Valley School District cancels school due to inclement weather conditions. In addition, the Library closes accordingly when River Valley School District cancels afternoon classes and/or evening activities.

On days that school is not scheduled to be in session, the Director shall determine whether the Library opens and/or closes early; and will contact the Library Board President accordingly.

If the Library loses electricity for a period of more than twenty (20) minutes, the Library will CLOSE for the remainder of the day.