

## **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.

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 based on weather at the director's discretion. On days the library is closed due to inclement weather all library events that day and evening will be canceled also.

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.

The Library Board reserves the right to modify the library's schedule as needed in the best interest of the library.