

Policy Title	Emergency Closure of Facilities		
Approval Date	April 21, 2026	Revision Date	
Related Policies			
Statutory Reference			
Purpose	To provide guidelines for the closure of Lopez Island Library District (“LILD” or “Library”) facilities due to emergency conditions		

In the event of the amendment of any law, regulation, or ordinance incorporated into this policy or upon which this policy relies, the policy shall be deemed amended in conformance with those changes.

In cases where this policy conflicts with any local ordinance, state or federal law, the terms of that law, and its underlying rules or regulations shall prevail. In all other cases, Lopez Island Library District (“LILD” “Library”) policies and practices prevail.

The Board reserves the right to change and/or modify this policy at any time, as circumstances dictate and in accordance with applicable law.

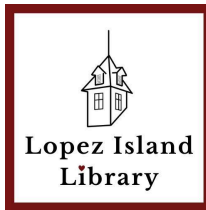
Policy:

The Library may close some or all facilities when regular operations are disrupted due to events outside of the Library’s control. Such events include, but are not limited to:

- Weather-related emergencies
- Natural or human-caused disasters
- Failure of building infrastructure, such as heating, ventilation, and air conditioning (HVAC) systems, electricity, or other utility
- A declared public health emergency
- Any other event that inhibits the Library’s ability to conduct normal operations.

LILD facilities may be closed under any of the following emergency conditions:

1. When weather and/or air quality conditions make travel to and/or operation of a facility impractical or unsafe. The Library will follow school closures or as appropriate.
2. When an emergency has been declared by a government agency and all but essential services have been curtailed, area residents have been asked to restrict their travel, an



evacuation order has been issued for the area, and/or government offices in the community have been closed.

3. When an individual building emergency exists, such as failure of building infrastructure, or the existence of an unsafe and/or unhealthy working condition.

4. Any other condition or event that may adversely affect the health and safety of Library employees, volunteers, and patrons.

The Director or designee shall make all closure decisions.

LILD will make a good faith effort to implement this policy in a fair and consistent manner. The Director will establish administrative procedures necessary to implement this policy.