



EMERGENCY CLOSING POLICY

- Authority to close the Library under this policy rests with the Library Director or their designee. All closings will be reported to the Library Board of Trustees.
- The Library may be closed at any time that it is deemed unsafe to operate the Library or to travel to the Library, including (but not limited to):
 - Storms, natural disasters or casualties (fire, flood, etc.).
 - The order of a recognized governmental official.
 - Loss of any necessary utility.
 - Health-related matters (epidemic/pandemic) that could affect the general public or library staff.
 - Public safety matters such as bomb or other threats, riots or civil insurrection.
- In case of emergency closing during library hours, standard closing procedures are to be followed if possible and all appropriate notifications should be made (Ex: City of Novi, The Library Network (TLN), library's website, social media and email notifications).

Approved by the Novi Public Library Board of Trustees: August 9, 1982

Amended: May 1, 2010; June 22, 2017; May 23, 2024; January 9, 2025; June 11, 2026
