

Brodhead Memorial Public Library

Weather Closure Policy

Adopted by the board of trustees February 20, 2025

Purpose

Although the Brodhead Memorial Public Library will make every effort to remain open as scheduled, there may be instances where conditions make it impossible to do so.

Closure due to Winter Weather

The library will close when the Brodhead School District announces a closure due to severe winter weather. If the Brodhead School District announces a school closer due to freezing temperatures alongside safe road conditions, the library may remain open at the director's discretion.

Closure due to Tornado Watch/Warnings

Library spaces designated as tornado shelters: Library restrooms, storage room in the library's program room, and the book drop room.

Tornado Watch: In the event of a tornado watch, staff members will place a "tornado watch" sign on library entrance doors. Staff will prepare for a tornado warning by unlocking the program room and its storage room.

Tornado Warning: If a tornado warning is issued, a staff member will give the following announcement in the library, "Attention library patrons! A tornado warning has been issued for the Brodhead area. At this time you are directed to go to one of the following areas for shelter: a library restroom, the storage room in the library program room, or the book drop room in the staff areas where staff will direct you to. Adults may leave the building, but children under the age of 14 without a parent or guardian are encouraged to stay in the building. Please take cover until a library staff member gives a message of all clear."

During the announcement, other staff will change the sign from tornado watch to tornado warning. Staff will make a sweep of the library to ensure that all patrons have left the building or moved to a designated shelter area. Library staff will notify patrons of "all clear" when the tornado warning has been lifted and will remove the warning sign at library entrances.