

Public Services Policy for Unscheduled Closures & Cancellations

Henderson District Public Libraries makes every practical effort to adhere to posted hours of operation and programming. However, circumstances occasionally arise that require unscheduled closures and/or reduced or cancelled service offerings to ensure the safety and well-being of library patrons and staff.

The library may cancel scheduled programming, reduce regular hours of operation (open late/close early), cancel room reservations, cancel scheduled outreach visits, and/or completely close one or more of its physical locations in the event of:

- Facility issues to include prolonged power outages, failure of building heating, ventilation, and air conditioning systems, water issues, gas leaks, or other conditions that impair safe use and operation of the facility;
- Extreme weather conditions or natural disasters that impair safe and responsible operations;
- Any other issue that creates an unsafe or unhealthy environment and impairs safe and responsible use and operations.

The determination to close the library shall be made by the Library Executive Director, or their designee, except where evacuation is essential for staff and patron safety or by order of authorized officials.

The library will make every effort to inform the public of any closings or cancellations.

Approved by HDPL Board of Trustees

October 19, 2023

David Ortlipp, Board Chair

Upon signature of this policy statement by the Chair of the Board of Trustees, this document becomes effective and is moved from Draft status to official HDPL policy. This document is to be filed at the HDPL Administrative Office at 280 S. Green Valley Pkwy., Henderson, NV 89012.