

**Gilford Public Library  
Inclement Weather and Closing**

**The Library will follow the policy on inclement weather set forth by the Town of Gilford in the personnel handbook with the following exceptions:**

**The Library Director and/or the Assistant Library Director in consultation with a Library Trustee, may determine whether the library close or delay opening in severe weather. If the hours of closure are outside of Buildings & Grounds normal working hours, the Buildings and Grounds supervisor will also be consulted. Information concerning closings or delays will be provided to the local media for public announcement. The Library will also post a message on the website and/or social media.**

**Regular Full-Time and Part-time employees scheduled to work will receive wages for the hours that the library is closed due to weather. Irregular employees (an employee who is scheduled to work less than forty weeks or less than twenty hours per week) will not be paid for the shift but will have the option of making up the hours at some other time.**