

## **The Westport Library Inclement Weather Procedures**

*As of January 2017*

Here in New England, we anticipate that at some point each winter season we will experience weather so severe that it will cause the Library to close. Here is what you need to know.

### **WEATHER RELATED DECISIONS**

**The Library takes its role as a community resource very seriously. We do not automatically follow the decision of the schools or town offices when deciding when, or if, to close due to severe weather.** The decision is made based on consultation with Town officials, staff and closely monitoring National Weather Service advisories regarding the severity of the weather and local travel conditions.

### **PUBLIC NOTIFICATION**

**When a decision is made to close for the entire day, early, or to open late, this information will be posted to the following places:**

The homepage of the Library's website at [www.westportlibrary.org](http://www.westportlibrary.org)

The Library's online events calendar

The Library's voicemail message on the main number: 203-291-4800

The Library's Twitter and Facebook pages

A mobile-friendly notice sent to our full e-mail distribution list

Local media such as westportnow.com, Westport Patch

The online Connecticut Weather Center at [www.ctweather.com](http://www.ctweather.com)

News 12 Connecticut (Cablevision); WTNH, (Channel 8 ABC), WFSB (channel 3 CBS)

Radio Stations WVLC (1350 AM), WSTC (1400 AM), WFOX (95.5 FM), WCTZ (96.7 FM), WICC (600 AM), WEBE 108

We urge you to check our schedule before heading to the Library during or after a storm, as conditions can change quickly and frequently.

### **FINES & RENEWALS**

**If the Library closes for all or part of the day, no fines will be charged for failure to return materials on that day.**

**If you are in any doubt, you may renew items online using the "My Account" feature at [www.westportlibrary.org](http://www.westportlibrary.org) or by phone (if the building is open and staff are here to answer your call.**

### **PROGRAM CANCELATIONS**

**If the Library closes for weather-related reasons, all programs will be canceled. Re-scheduling information, if relevant, will be posted to the events calendar as soon as the new date is confirmed.**

**Some programs may be canceled or postponed even if the Library remains open.** This may occur because of a presenter's inability to arrive for the event safely or due to our assessment of the willingness and capability of certain audiences to venture out in bad weather. This information will be posted to the appropriate event calendar and included in e-mail, Twitter and Facebook notices.

### **VISIT OUR VIRTUAL BRANCH 24/7, WHATEVER THE WEATHER**

We remind our patrons that our virtual library at [www.westportlibrary.org](http://www.westportlibrary.org) remains open 24/7, regardless of weather. Here you can find plenty to do, including access research databases, download or stream eBooks, audiobooks, magazines, music, TV shows and films from 3M (Digital Library) and Hoopla. You can also get recommendations on a good book to read from Beanstack and Novelist, which can be accessed from our website.