

Neligh Public Library Disaster Policy

Human life is the first priority. Thus, our first response in an emergency is to verify the safety of the patrons and staff of the Neligh Public Library.

Snow Storms: The library is a service organization; patrons expect the library to be open even during blizzards. The decision to close in the event of a blizzard will be made at the Director's discretion. If the Director is unavailable, any library board member can make the decision to close. Again, safety of staff and patrons is the primary concern.

Severe Storms: The library staff will alert patrons in the case of storm and tornado warnings. Staff will escort patrons to the basement when alert sirens sound or radio alerts of approaching severe weather in the immediate area are broadcast. The restrooms will be designated shelters for persons unable to maneuver the stairs.

Fire: Do not panic. Ascertain what is happening and evacuate the building of patrons and staff. If possible, extinguish the fire then notify the fire department that there was a fire incident. If it appears that the fire cannot be extinguished immediately, contact the fire department from another location or from a safe distance from the building using a cell phone. All staff should be familiar with the location of fire extinguishers and how to operate them. All fire extinguishers shall be checked annually to make sure they are operational.