



Putnam County District Library

Inclement Weather Policy

The Putnam County District Library (PCDL) may close or postpone opening when weather conditions exist making it difficult to travel. The primary factor of any decision will be the safety of the staff and library patrons. However, maximum effort will be made to maintain regular library hours.

The Putnam County Sheriff's Office will be called upon for advice regarding weather conditions. If hazardous road conditions exist, the Director will invoke the following:

Snow and Winter Hazards

Level 1 – Roadway Advisory - Roadways are hazardous with blowing and drifting snow.

1. All eight library locations will maintain limited hours and closely monitor the developing weather conditions. No library will be open before 10:00 am and will close by 5:00 pm.

Level 2 – Roadway Warning- Roadways are snow covered and extremely hazardous with blowing and drifting snow.

1. All eight library locations will be closed under these conditions.

Level 3 – Roadway Emergency- All roadways are closed to travel, except for emergency purposes.

1. All eight library locations will be closed under these conditions.

The Director has the discretion to close all libraries even if a Level 1, 2, 3 is not determined by the Sheriff's Office.