## TORNADO POLICY

If, during regular library hours, a tornado approaches to the extent that an actual "warning" situation exists, move library patrons to the community room. Tables may be set up under which to take cover. A battery-operated radio and flashlight will be available in this room. Front door of the library should remain unlocked so that people who need shelter can enter. Staff person in charge should keep patrons in the community room until "all clear" is given.

If practical, a staff person in charge should turn off all computers before taking position in the community room.

8/4/2004 9/10/2007 12/6/2010