

Warren-Newport Public Library District

Lake County, Illinois

Board of Trustees

Policy 3010

Hours of Operation

Adopted: December 8, 1981

Reviewed/Revised: June 4, 1986; September 11, 1990; February 11, 1992; May 12, 1998;
January 12, 1999; April 10, 2001; September 16, 2008; April 16, 2013;
May 21, 2013; January 20, 2015; December 19, 2017; March 17, 2020

ARTICLE 1. MAIN LIBRARY HOURS

Monday – Thursday	9:00 a.m. – 9:00 p.m.
Friday	9:00 a.m. – 6:00 p.m.
Saturday	9:00 a.m. – 5:00 p.m.
Sunday	1:00 p.m. – 5:00 p.m.
(Sunday after Labor Day through Sunday prior to Memorial Day weekend)	

ARTICLE 2. OUTREACH/BOOKMOBILE HOURS

Monday – Thursday	Daytime schedule varies
	4:00 p.m. – 7:30 p.m.
Saturday	9:15 a.m. – 1:30 p.m.

ARTICLE 3. CLOSURES

Section 3.01 Holiday Closures

The Warren-Newport Public Library (WNPL) schedules closures in observance of the following holidays:

- New Year's Day
- Easter Sunday
- Memorial Day
- Independence Day
- Labor Day
- Wednesday before Thanksgiving (Close at 5:00 p.m.)
- Thanksgiving Day
- Christmas Eve
- Christmas Day
- New Year's Eve

Section 3.02 Other Planned Closures

Closures for Board-approved staff development activities are scheduled periodically. Closures may also be scheduled for other reasons, such as construction or moving the collection. Such closures will be announced in library publications, in press releases, with signage, and on the WNPL website.

Section 3.03 Unplanned Closures

WNPL may close occasionally due to unplanned circumstances, such as severe weather or a power outage. Such closures will be announced if possible, using available information outlets.
