

# HOURS, CLOSINGS, AND CANCELLATIONS

## Service Facilities

### Main Library

200 W Washington Street Bluffton, IN 46714  
260-824-1612

### Ossian Branch Library

207 N Jefferson Street Ossian, IN 46777  
260-622-4691

## Library Hours

### Bluffton Main Library

- Monday – Thursday: 9:00 am – 8:00 pm
- Friday: 9:00 am – 6:00 pm
- Saturday: 9:00 am – 2:00 pm
- Special Service Hours (Meeting Room Reservations, Notary Service) Call for availability.

### Ossian Branch Library

- Monday – Thursday: 9:00 am – 8:00 pm
- Friday: 9:00 am – 5:00 pm
- Saturday: 9:00 am – 12:00 noon
- Special Service Hours (Meeting Room Reservations, Notary Service) Call for availability.

## Library Closings

### Holidays

- Presidents' Day
- Easter Weekend – Friday and Saturday before Easter
- Memorial Day Weekend – Saturday before Memorial Day & Memorial Day
- Independence Day\* – 5:00 p.m. July 3 through July 4
- Labor Day Weekend – Saturday before Labor Day & Labor Day
- Street Fair Week
  - Main – 5:00 p.m. Monday; Closed Tuesday-Saturday
  - Ossian – Closed Wednesday & Thursday
- Thanksgiving – 5:00 p.m. Wednesday through Friday
- Christmas\*\* – December 24 – 26
- New Year's\* – 5:00 p.m. December 31 through January 1

\*When Independence Day or New Year's Day falls on Saturday, the library is closed Friday and Saturday. When Independence Day or New Year's Day falls on Sunday, the library is closed Monday.

\*\*When December 24, 25, or 26 falls on Sunday, the library is closed December 23 through December 26.

### Additional Closings

The library may close for a full-day on a Friday in the spring, with the date to be determined by the director.

### Weather Related Closings

In the event of hazardous weather conditions, the Library will use the **Department of Homeland Security County Travel Status** ([www.in.gov/dhs/traveladvisory/](http://www.in.gov/dhs/traveladvisory/)) as a minimum guideline for weather related closings. The Library may be closed in excess of these guidelines if staffing concerns warrant.

Yellow	ADVISORY	No change in operating hours
Orange	WATCH	Library will open 2 hours late and/or close 2 hours early
Red	WARNING	All library locations will close immediately

Closings and delays will be posted on the library website, social media and sent to the media. However, in inclement weather please call the Library before coming.

### Other Emergencies

The library director may shorten library hours or close any or all library facilities due to other emergencies (power failure, flood, etc.).

### Funerals

The library may be closed for the staff to attend the funeral of an employee, spouse or child of an employee, or a board member at the discretion of the library director with the approval of the Library Board president.

In the event the library closes early, patrons who are expecting to be picked up may be stranded. In these cases, the patron is allowed to make a short phone call to arrange to be picked up. **Staff are not allowed to transport library patrons due to early closures or an absence of transportation.**

### Program Cancellations

If the following schools cancel in-person attendance, dismiss early, or call off evening activities due to weather, the library will cancel children and teen programs. Two-hour delays do not affect programs. Decisions on cancelling adult programs will be made the day of the program by the librarian in charge of the program. Adult program cancellations will be posted on the library website and social media.

- Main Library: Bluffton-Harrison Schools
- Ossian Library: Norwell Community Schools