



Lee Public Library

Hours of Operation Policy

It is the policy of the Lee Public Library to offer to its patrons 41 hours of access within the hours highlighted below:

Hours of operation

Monday: 11:00a.m. to 7:00 p.m.
Tuesday: 11:00a.m. to 7:00 p.m.
Wednesday: 11:00a.m. to 7:00 p.m.
Thursday: 10:00a.m. to 5:00 p.m.
Friday: 10:00a.m. to 5:00 p.m.
Saturday: 9:00a.m. to 12:00 p.m.

The Library is closed on the following holidays:

New Years Day	Indigenous Peoples Day / Columbus Day
Martin Luther King Day/Civil Rights Day	Veterans Day
Presidents Day	Thanksgiving Day and the day following
Memorial Day	Christmas Day
Juneteenth	Day Before or After Christmas Day (see A
Independence Day	below)
Labor Day	

A. Holidays that fall on a Sunday will be observed on the following Monday, and Holidays that fall on a Saturday will be observed on the preceding Friday. If Christmas falls on a Tuesday or a Thursday, the Town will also close on the day between Christmas and the weekend.

B. If a designated holiday falls within an employee's vacation period, the holiday is not considered a vacation day.

The library will close at 1pm on the eve of Thanksgiving, Christmas and New Year.

Inclement Weather:

Inclement weather closings are handled in the same manner as Holidays, that is, employees will be paid for their regularly scheduled work hours. If the library is open and an employee cannot get to work due to weather conditions, the employee may use vacation time or take a day of unpaid leave.

In the case of severely inclement weather, emergencies, hazardous conditions or long-term power outages, the Library Director will notify the Chair of the Trustees that the Library will close. The library will plan to close in conjunction with the Town of Lee buildings so prior notice can be given to staff and patrons. Closings are announced on the library's website and Facebook page, the Town of Lee's website, WTSN and WMUR TV Channel 9.