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John C. Hart Memorial Library

Temperature Policy

Introduction:

The Library is committed to providing a comfortable, safe and clean environment for patrons and library employees.

The Library's temperature controls are set to between 68 – 72 degrees F, depending on exterior conditions including level of humidity, exterior temperature, wind, etc. Our HVAC system is electronically monitored by Automated Control Logic.

WINTER MONTHS

- A. NYS Building Code section PM602.4 requires that indoor workspaces shall be supplied with heat from September 15th to May 31st and maintain a minimum temperature of 65 degrees F when spaces are occupied.
- B. If, due to a failure of the HVAC system, a public service area of the Library cannot be maintained at a temperature of two degrees below the state standards (or less than 63 degrees F) for a period of at least two hours, the Library will close. The staff will be reassigned to work in non-public areas, where office doors can be closed and, if possible, portable heaters can effectively supplement the indoor air temperature.
- C. To help conserve energy, building temperature may be reduced from the normal operating set points during expected non-occupied hours, as long as temperature is restored during operating hours.

SUMMER MONTHS

- A. If, due to a failure of the HVAC system, a public service area of the Library cannot be maintained at a temperature of 82 degrees F or less for at least three hours the Library will close. The staff may be reassigned to work in areas where portable fans can effectively supplement the indoor air temperature.
- B. If the feels-like temperature or heat index exceeds 95 degrees F outside, outdoor activities or programs must be moved indoors if possible or else cancelled.

Adopted by the Library Board of Trustees on July 17, 2024