

EVACUATION ROUTES

- There are two exits from the Library, one at the front and one at the back

FIRE

- In case of fire, call 911 and evacuate the building immediately.
- Fire extinguishers are available on each levels

MEDICAL EMERGENCY

- In case of medical emergency, call 911
 - Provide the following information
 - Nature of medical emergency
 - Location of emergency **101 N Main St. Lenox**
 - Your name and phone number you are calling from **641-333-4411**
- Render aid as qualified
- AED defibrillator is available on the wall near the front entrance
- First Aid kit is located on the wall above the AED

DANGEROUS WEATHER

- If a siren is sounded in Lenox for a sighted tornado, direct the patrons to the vault on the first floor. If there are more patrons than will fit in this area, they may also go to the basement.
- The doors to the building should remain unlocked to allow others seeking shelter access to the building.
- The library staff should have a battery-operated radio available for local weather information, as well as a flashlight.

GAS LEAK

- In case of a gas leak evacuate the building immediately and call 911.

BOMB THREAT

- In case of a bomb threat, evacuate the building, and call 911

Any time a staff member in charge feels the need for assistance in a particular situation, call 911.