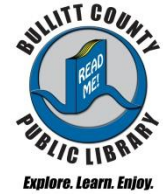


## Layoff

*Created 3/10/2015*

*Approved 3/10/2015*



The needs of the Library dictate all decisions regarding assignment of personnel, retention of personnel, and staffing of branches and departments. Financial restrictions, changes in Library service, realignment of functions, or adoptions of new methods may require the elimination of one or more positions.

In such cases, the Library will provide as much notice as possible. Severance packages may be offered that are within the restrictions of the budget. The Library will offer assistance to the employee in finding employment elsewhere.

The Library is an "at-will" employer.