

Kimball Library Bereavement Policy

Five days of bereavement leave is available to employees of the Kimball Library upon the death of an immediate family member. Immediate family is defined as grandparents, parents, siblings, spouse, and children of the employee or children of the spouse. The staff member will be paid their regular wage for the number of hours they are normally scheduled to work on a weekly basis. Bereavement leave supplements any other paid time off for staff who receive those benefits.

Approved by the Kimball Library Board of Trustees, August 8, 2023