



STAFF REPORT ACTION REQUIRED

13.

Holiday Closures 2011 and January 2012

Date:	December 13, 2010
To:	Toronto Public Library Board
From:	City Librarian

SUMMARY

The purpose of this report is to recommend and receive approval for the schedule of holiday closures for 2011 and January 2012.

RECOMMENDATIONS

The City Librarian recommends that the Toronto Public Library Board:

1. approves the schedule of holiday closures for 2011 and January 2012 as provided in Attachment 1.

FINANCIAL IMPACT

There is no financial impact to the 2011 operating budget arising from the recommendation in this report. The staffing costs associated with the statutory holidays in 2011 are included in the proposed 2011 Operating Budget.

The Director, Finance & Treasurer has reviewed this financial impact statement and is in agreement with it.

DECISION HISTORY

Where Library Board approval is required to establish holiday closures, the matter comes before the Board in the preceding year to ensure adequate notice to the public and staff.

COMMENTS

The Library is open for regular service on Remembrance Day, Friday, November 11, 2011.

In 2011, Christmas Day falls on a Sunday. Since this is not a regular service day, it is recommended that the Library be closed on Monday, December 26, 2011 for Christmas Day and Tuesday, December 27, 2011 for Boxing Day.

In 2012, New Year's Day falls on a Sunday. Since this is not a regular service day, it is recommended that the Library be closed Monday, January 2, 2012 in lieu of New Year's Day.

In accordance with the collective agreement, those Library locations that are scheduled to be open on Saturday, December 24 and Saturday, December 31, 2010, will be open from 9:00 a.m. to 1:00 p.m.

The City of Toronto also will be closed on Monday, December 26, 2011, Tuesday, December 27, 2011 and Monday, January 2, 2012.

A full-time employee whose scheduled day off falls on a holiday closure is compensated with a day in lieu to be taken at another agreed upon time.

The schedule of holiday closures for 2011 and January 2012 is Attachment 1.

CONTACT

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SIGNATURE

Jane Pyper
City Librarian

ATTACHMENTS

Attachment 1: Toronto Public Library Holiday Closures, 2011 and January 2012, and Adjacent Sunday Closures