



## STAFF REPORT ACTION REQUIRED

# 15.

### Holiday Closures 2010 and January 2011

<b>Date:</b>	December 14, 2009
<b>To:</b>	Toronto Public Library Board
<b>From:</b>	City Librarian

#### **SUMMARY**

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The purpose of this report is to recommend and receive approval for the schedule of holiday closures for 2010 and January 2011.

#### **RECOMMENDATIONS**

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**The City Librarian recommends that the Toronto Public Library Board:**

1. approves the schedule of holiday closures for 2010 and January 2011 as provided in Attachment 1.

#### **FINANCIAL IMPACT**

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There is no financial impact to the 2010 operating budget arising from the recommendation in this report. The staffing costs associated with the statutory holidays in 2010, are included in the proposed 2010 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, Thursday, November 11, 2010.

The Library will be closed on Saturday, December 25, 2010 for Christmas Day. In 2010, Boxing Day falls on a Sunday. Since this is not a regular service day, it is recommended that the Library be closed on Monday, December 27, 2010 in lieu of Boxing Day.

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

In 2011, January 1, New Year's Day, falls on a Saturday and the Library will be closed.

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 2010 and January 2011 is Attachment 1.

## **CONTACT**

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## **SIGNATURE**

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Jane Pyper  
City Librarian

## **ATTACHMENTS**

Attachment 1: Toronto Public Library Holiday Closures, 2010 and January 2011, and Adjacent Sunday Closures