



STAFF REPORT ACTION REQUIRED

15.

Holiday Closures 2019 and January 2020

Date:	November 19, 2018
To:	Toronto Public Library Board
From:	City Librarian

SUMMARY

The purpose of this report is to recommend and receive Toronto Public Library Board approval for the schedule of holiday closures for 2019 and January 2020.

RECOMMENDATIONS

The City Librarian recommends that the Toronto Public Library Board:

1. approves the schedule of holiday closures for 2019 and January 2020 as provided in Attachment 1.

FINANCIAL IMPACT

There is no financial impact to the 2019 operating budget arising from the recommendation in this report. The recommended closures are included in the proposed 2019 operating budget.

The Director, Finance & Treasurer has reviewed this financial impact statement and agrees 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

At its meeting on November 20, 2017, the Library Board approved the Library closure for New Year's Day, Tuesday, January 1, 2019.

The Library is open for regular service on Remembrance Day, Monday, November 11, 2019.

The Library closes at 1:00 p.m. on both Christmas Eve and New Year's Eve.

The Library will be closed on Wednesday, December 25, 2019 for Christmas Day and Thursday, December 26, 2018 for Boxing Day.

In 2020, New Year's Day falls on a Wednesday and the Library will be closed.

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

It is the practice of the Library to close on many of the Sundays adjacent to public holidays.

The schedule of holiday closures for 2019 and January 2020 is provided in Attachment 1.

CONTACT

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SIGNATURE

Vickery Bowles
City Librarian

ATTACHMENTS

Attachment 1: Toronto Public Library Holiday Closures, 2019 and January 2020

Toronto Public Library Holiday Closures, 2019 and January 2020

Tuesday, January 1, 2019 *	New Year's Day	Closed
Monday, February 18, 2019	Family Day	Closed
Friday, April 19, 2019	Good Friday	Closed
Sunday, April 21, 2019	Easter Sunday	Closed
Monday, April 22, 2019	Easter Monday	Closed
Monday, May 20, 2019	Victoria Day	Closed
Monday, July 1, 2019	Canada Day	Closed
Monday, August 5, 2019	Civic Holiday (Simcoe Day)	Closed
Monday, September 2, 2019	Labour Day	Closed
Monday, October 14, 2019	Thanksgiving Day	Closed
Tuesday, December 24, 2019	Christmas Eve	Closed at 1:00 p.m.
Wednesday, December 25, 2019	Christmas Day	Closed
Thursday, December 26, 2019	Boxing Day	Closed
Tuesday, December 31, 2019	New Year's Eve	Closed at 1:00 p.m.
Wednesday, January 1, 2020	New Year's Day	Closed

* New Year's Day 2019 closure approved by the Library Board on November 20, 2017.