

Holiday Closures 2018 and January 2019

Date:	November 20, 2017
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 2018 and January 2019.

RECOMMENDATIONS

The City Librarian recommends that the Toronto Public Library Board:

1. approves the schedule of holiday closures for 2018 and January 2019 as provided in Attachment 1.

FINANCIAL IMPACT

There is no financial impact to the 2018 operating budget arising from the recommendation in this report. The recommended closures are included in the proposed 2018 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

At its meeting on November 21, 2016, the Library Board approved the Library closure for New Year's Day, Monday, January 1, 2018.

In 2018, Canada Day, July 1st, falls on a Sunday and the Library is closed. When any of the public holidays fall on other than a normal working day, then the Board may designate another working day as the day upon which the said holiday will be celebrated. The schedule of holiday closures for 2018 identifies Monday, July 2, 2018 as the day upon which Canada Day is celebrated with a closed day.

The Library is open for regular Sunday service on Remembrance Day, Sunday, November 11, 2018.

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

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

In 2019, New Year's Day falls on a Tuesday 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 2018 and January 2019 is provided in Attachment 1.

CONTACT

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SIGNATURE

Vickery Bowles
City Librarian

ATTACHMENTS

Attachment 1: Toronto Public Library Holiday Closures, 2018 and January 2019

Toronto Public Library Holiday Closures, 2018 and January 2019

Monday, January 1, 2018 *	New Year's Day	Closed
Monday, February 19, 2018	Family Day	Closed
Friday, March 30, 2018	Good Friday	Closed
Sunday, April 1, 2018	Easter Sunday	Closed
Monday, April 2, 2018	Easter Monday	Closed
Monday, May 21, 2018	Victoria Day	Closed
Sunday, July 1, 2018	Canada Day	Closed
Monday, July 2, 2018	For Canada Day	Closed
Monday, August 6, 2018	Civic Holiday (Simcoe Day)	Closed
Monday, September 3, 2018	Labour Day	Closed
Monday, October 8, 2018	Thanksgiving Day	Closed
Monday, December 24, 2018	Christmas Eve	Closed-at 1:00 p.m.
Tuesday, December 25, 2018	Christmas Day	Closed
Wednesday, December 26, 2018	Boxing Day	Closed
Monday, December 31, 2018	New Year's Eve	Closed at 1:00 p.m.
Tuesday, January 1, 2019	New Year's Day	Closed

* New Year's Day 2018 closure approved by the Library Board on November 21, 2016.