



## STAFF REPORT ACTION REQUIRED

### Holiday Closures 2024 and January 2025

**Date:** October 30, 2023  
**To:** Toronto Public Library Board  
**From:** 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 2024 and January 2025.

#### RECOMMENDATIONS

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

1. approves the schedule of holiday closures for 2024 and January 2025 as provided in Attachment 1.

#### FINANCIAL IMPACT

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There is no financial impact to the 2024 operating budget arising from the recommendation in this report. The recommended closures are included in the proposed 2024 operating budget.

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

## DECISION HISTORY

Where Toronto Public 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 October 25, 2022, the Library Board [approved](#) the Library closure for New Year's Day on Monday, January 1, 2024.

The Library is open for regular service on the National Day for Truth and Reconciliation on Monday, September 30, 2024.

The Library is open for regular service on Remembrance Day, Monday, November 11, 2024.

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

The Library will be closed on Wednesday, December 25, 2024 for Christmas Day and Thursday, December 26, 2024 for Boxing Day.

In 2025, 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 2024 and January 2025 is provided in Attachment 1.

## **CONTACT**

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## **SIGNATURE**

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Vickery Bowles  
City Librarian

## **ATTACHMENTS**

Attachment 1                      Toronto Public Library Holiday Closures, 2024 and  
January 2025

## Attachment 1

### Toronto Public Library Holiday Closures, 2024 and January 2025

Monday, January 1, 2024*	New Year's Day	Closed
Monday, February 19, 2024	Family Day	Closed
Friday, March 29, 2024	Good Friday	Closed
Sunday, March 31, 2024	Easter Sunday	Closed
Monday, April 1, 2024	Easter Monday	Closed
Monday, May 20, 2024	Victoria Day	Closed
Monday, July 1, 2024	Canada Day	Closed
Monday, August 5, 2024	Civic Holiday (Simcoe Day)	Closed
Monday, September 2, 2024	Labour Day	Closed
Monday, October 14, 2024	Thanksgiving Day	Closed
Tuesday, December 24, 2024	Christmas Eve	Closed at 1:00 pm
Wednesday, December 25, 2024	Christmas Day	Closed
Thursday, December 26, 2024	Boxing Day	Closed
Tuesday, December 31, 2024	New Year's Eve	Closed at 1:00 pm
Wednesday, January 1, 2025	New Year's Day	Closed

\*New Year's Day 2024 approved by the Library Board on October 25, 2022.