

# LIBRARY HOURS

## **Regular Library Hours** (to take effect ?/24)

- Monday thru Thursday  
10:00 a.m. to 8:00 p.m.
- Friday  
10:00 a.m. to 5:00 p.m.
- Saturday  
10:00 a.m. to 4:00 p.m.
- Sunday  
1:00 pm to 4:00 pm

## **Holiday Closings** (to take effect ?/24)

- New Year's Day
- **Presidents Day**
- **Good Friday**
- Easter Sunday
- **Mother's Day**
- Memorial Day
- **Father's Day**
- Independence Day
- Labor Day
- **Veterans Day**
- Thanksgiving Day
- **Christmas Eve Day**
- Christmas Day
- **New Year's Eve Day (1:00 pm closing)**

## **Early Holiday Closings**

- ~~Day before Thanksgiving (1:00 p.m. closing)~~
- ~~Christmas Eve Day (1:00 p.m. closing)~~
- ~~New Year's Eve Day (1:00 p.m. closing)~~

## **Early Closings for Staff Development**

- Second Wednesday of each month (5:00 p.m. closing)

## **Other Closings**

- Library Board approval is necessary for planned closings or changes to the hours and closings outlined above. Examples would be a one-time change in staff development or holiday hours.
- The Library Director may close the library for a full day or part of a day due to extenuating circumstances. The director must inform the president of the board of trustees or other board member (if the president is unable to be reached), to inform the board of the closing. Extenuating

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circumstances may include, but are not limited to: funerals, illness, bad weather, or a shortage of staff.