

SPRINGDALE PUBLIC LIBRARY
Policies and Procedures

HOLIDAY CLOSINGS

Affects: All Functions	Effective Date: May 8, 1996 R: Oct. 10, 2001	Review Date: Apr. 10, 2002	Number
Signature: Name: Title: Board President			

A. Purpose

The Library Board establishes holiday closing dates that provide maximum access for the public, as well as allowing staff members access to employee benefits provided to City of Springdale employees.

B. Policy

The Library will close on the following holidays:

- New Year's Day
- Easter Sunday
- Memorial Day and the Sunday preceding
- Independence Day
- Labor Day and the Sunday Preceding
- Thanksgiving Day
- Christmas Eve Day
- Christmas Day
- New Year's Eve service hours will be 9:00 a.m. to 6:00 p.m.

C. Applicability

D. Responsibility

Responsibility is with the Library Director

E. Appendices

City of Springdale Personnel Policy Manual Paid Holidays 5.5