

Publication of the agenda and the approximate times are a guide to, and not a limitation on, the activities of Trustees.

**Central Library, 210 Central Avenue, Bellingham, Washington
Library Board Room – 3:30 p.m.**

<u>AGENDA</u>	<u>TIME (approx.)</u>
1. Call to order and introductions	2 min
2. Approve/modify agenda	1 min
3. Public comment This time is set aside for members of the public to make comments or ask questions. Please limit remarks to three to five minutes.	5 min
4. Consent agenda All matters listed on the consent agenda are considered routine and may be approved in a single motion. A trustee may ask that an item be removed from the consent agenda and considered separately. <ul style="list-style-type: none">• Communications and FYI• Minutes October 26, 2017: Regular board meeting• Library performance & activity measures October 2017• Financial reports Claims: October 2017 YTD report: October 2017	2 min
5. Reports <ul style="list-style-type: none">• Library Board members• City Council liaison• Friends of Bellingham Public Library• Library Director	15 min
Time check: 3:55	
6. BERK Consulting study update	10 min
7. Strategic Planning 2018	15 min
8. Board Personnel Committee <ul style="list-style-type: none">• Action requested• Director review• Director position moving forward	10 min
Time check: 4:30	

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|--|-------------------------|
| 9. 2018 Interlocal Agreements for Connections | 5 min |
| 10. Trustee recruitment process | 5 min |
| 11. 2017/2018 Budget | 10 min |
| • City Council budget update | |
| 12. Peter P. Lee Memorial Park fountain space | 5 min |
| • Board recommendation | |
| | Time check: 4:55 |
| 13. Youth Safety Policy update | 5 min |
| 14. 2018 regular Library Board of Trustees meeting schedule | 5 min |
| • Review and approve | |
| 15. 2018 City of Bellingham holidays & other library closures | 5 min |
| 16. New business | 5 min |
| 17. Action items for next meeting | 5 min |
| • Level of Services: Staffing | |
| 18. Adjourn | Time check: 5:20 |

Next Regular Library Board Meeting: December 19, 2017 – 3:30 p.m.
Location: Central Library, 210 Central Avenue
Bellingham, Washington

The library meeting rooms are ADA accessible; however, if you require a sign interpreter or other hearing accommodation, please allow the library 48 hours of notice.
Order of agenda items may be adjusted.

Bellingham Public Library



**Regular Meeting of the Library Board of Trustees
Thursday, October 26, 2017 – Fairhaven Branch Library
4:30 p.m.**

Minutes of Actions and Decisions of the Library Board of Trustees of the Bellingham Public Library as authorized by RCW 27.12.210 and SEC. 7.02 Charter of the City of Bellingham.

Board Members Present: J. Gordon, Rachel Myers, Rick Osen, Rebecca Craven and Jim McCabe

Library Staff: Nancy Kerr, Bethany Hoglund, Janice Keller, Jon McConnel and Wendy Jenkins

Others Present: April Barker, City Council Liaison; Faye Hill, Friends of BPL; Brian Heinrich, City of Bellingham Deputy Administrator

Call to order and introductions: Regular session was called to order at 4:34 p.m. by Chair, J. Gordon. Introductions were made and Jon McConnel was welcomed as the new Head of Digital Services. Jon received his MLIS from the University of Washington and became a project coordinator for TRI (Technology Resource Institute), which later became the Gates Learning Foundation. After completing a second master's in Geography, he went to work for Berk & Associates, prior to it becoming BERK Consulting. He has been a Reference Librarian for WCC and, for the past 3 ½ years, was the Integrated Library System Administrator for WCLS.

Approve/modify agenda: Rick Osen moved to approve the agenda. Rebecca Craven seconded. Motion carried.

Public comment: No comment.

Consent agenda: Rachel pointed out the strong circulation numbers at Fairhaven and Barkley branches. Nancy added that Barkley is currently checking in more items than Fairhaven, which is remarkable considering the square footage. Rachel Myers moved to approve the September 19, 2017 Regular meeting minutes, the October 17, 2017 Special meeting minutes and the September 2017 performance and activity measures and financial reports. Jim McCabe seconded. Motion carried.

National Friends of Libraries Week, October 15-21, 2017: J. read *A Resolution Commending the Friends of the Bellingham Public Library* and then presented it along with the *Mayoral Proclamation* to Faye Hill, President of the Friends organization. J. added that the Friends level of commitment is truly outstanding.

Board member reports: Rachel reported on two items: 1) Whatcom Community Foundation recently received notice that a local couple, who had designated Bellingham Public Library as their beneficiary, have both passed away. They requested that their estate be used to set up an endowment fund. Annual disbursements will begin after three years and the funds must be used to augment, not replace, city funding. 2) Rachel visited Vancouver, Washington's public library and reported that it is a beautiful, smart, interactive, engaging, modern-day library. She thinks it is worth a field trip – it shows what is possible. Faye has also visited this library and was impressed with the large Friends area.

Jim attended the *Practical Tips for Difficult Homeless Patrons* training that staff are currently viewing in small groups. He reported that he learned a lot including that you can have a miniature horse as a service animal. He felt it was valuable to see what the staff deal with daily.

Jim also asked about changes to our meeting room policy. He has a friend who is a Tax Aide volunteer and the friend mentioned to Jim that the group was being redirected. Nancy confirmed that she and Janice have met with Tax Aide and communicated how much their service is appreciated but that there are safety concerns such as blocked stairwells and exits due to the volume of people using the service. Janice has arranged for Tax Aide to have the Lecture Room (rather than the vestibule) from 2:00-6:00 p.m. every Tuesday, Wednesday and Thursday during tax season and also to have the whole basement of Fairhaven on Mondays and Saturdays. Nancy and Janice also offered to help locate a more suitable place if this arrangement doesn't work for Tax Aide.

Rick reported that he and Brian Heinrich attended last week's All Staff meeting to update staff on the progress of the funding study. They provided information and answered questions.

City Council liaison report: April reported that Council is in the middle of looking at budget requests. She complimented Nancy on her presentation which offered great direction to Council and provided April with a better understanding of the benefit of developing Levels of Service (LOS).

Friends of BPL report: Faye announced that the Friends' Fall Sale brought in \$12,756. She also reminded the board that there will not be a December sale this year. The next sale will be January 24-27, 2018. Faye is being trained on how to process the book donations. She is amazed at the care and complexity that goes into this process.

Library Director's report:

- Water testing for lead and copper will be performed soon at our Fairhaven branch. As was the case for our Central branch, we will receive the results several weeks after the testing.
- Deborah and Suzanne are doing a wonderful job of coordinating small group trainings of *Practical Tips for Difficult Homeless Patrons*. Discussions on our Code of Conduct and how to apply our rules will follow after all have had the chance to attend this training. The goal is to get all staff on the same page so that we can apply the rules fairly and equitably.

- Staff from WCLS and BPL have finished viewing Integrated Library System (ILS) demonstrations from four vendors – Jon spearheaded the demonstrations. The committee agreed that there are products with significant advantages over our current product and it is worthwhile to go for an RFP. The question of how to fund a migration to a new product is the next step in determining a course of action.
- Nancy has had preliminary discussions about the broken fountain with the Mayor and Leslie Bryson, Parks & Recreation Director. Two options have been presented, either cover it with a platform or remove it to have a flat space. J. suggested that the Board make a recommendation as an elevated platform is a liability. Nancy will put this on November's agenda. April asked if the ADA walkway to the back door is still planned to happen with the Arch of Reconciliation. Nancy will be meeting with Lesley to confirm.
- The number of items checked out from the Children's department has gone up dramatically in the past few months, last month by almost 5,000 items. This increase is directly related to the Board's decision to designate donation funds to new children's materials.
- We have been approached by KTCS 9, the PBS station in Seattle, about participating in their Mister Rogers' Sweater Drive, which collects coats and sweaters for low-income participants. Janice, Bethany and Nancy are all enthusiastic about this program and expect to hold an event in February.
- The work on revising how and when we use our meeting rooms continues. While we have not changed our method of scheduling yet, we are making some changes that go in the direction that we feel is necessary for safe and equitable use of our spaces. You will see much less use of our rooms after hours, and more time allotted to library and library-partnered programs. Thank you to Janice and Donna for making progress in that area.
- The Board has compiled Level of Service documents for the areas of facilities (square footage), as well as hours of operation and collection size. The next area to be tackled is Staff FTE. This is important when we talk about our service to areas seen to be underserved currently, as well as future growth areas. There are many programs and services that can be provided to the northside and other areas with more staff, which do not necessarily require a permanent branch location or structure.
- As J. will only be on the Board until the end of the year, a recruitment process for a new trustee is underway. If you have suggestions of candidates you feel have the time and energy to devote to the Board, please let Nancy or Janice know.

BERK Consulting update: J. reported that he, Rick, Nancy and Brian held a 1½ hour conference call with Annie, from BERK. Rick walked the Board through the PowerPoint that they received from BERK earlier this afternoon:

- Defining Options: graph outline with two columns for governance, BPL and WCLS, and four tiers representing Baseline (where we are at now) and low, medium and high LOS.
- Cost Modeling Results: financial findings are presented in 2017 dollars and quantitatively assess user tax burden for each potential organizational model.
- Assumptions – BPL Remains Independent:
 - LOS: BPL Baseline
 - LOS: BPL Low/Minimal
 - Open hours: Main 56 hours per week; Branches 28 hours per week
 - Collection spending per Capita \$5

- LOS: BPL Medium/Operational
 - Open hours: Main 64 hours per week; Branches 36 hours per week
 - Collection spending per Capita \$7.50
- LOS: BPL High/Optimal
 - Open hours: Main 68 hours per week; Branches 40 hours per week
 - Collection spending per Capita \$10
- Assumptions – Annexation to WCLS: staffing cost would increase by 10% due to personnel transition and union renegotiations. The City will remain responsible for capital facilities, including maintenance. LOS would be determined by WCLS.
- Assumptions – BPL Operations Funding: continue being funded by the General Fund or a Levy Lid Lift that could increase the General Fund or provide for dedicated library funds.
- Six graphs are included in the PowerPoint under Comparing Options:
 - Total Cost
 - Costs to City
 - New Costs to City
 - Tax Burden
 - Tax Burden: Including City General and Library-specific Tax Rates (same as previous chart)
 - Tax Burden: without City General Fund contribution
- Comparing Options: Other Considerations
 - Maintaining local control gives the community more influence over its level of service and policies than it would have as part of WCLS.
 - BPL already participates in cost-sharing practices with WCLS and many efficiencies have already been achieved.
 - Facilities cost the City the same amount regardless of governance model because the City would remain responsible for funding them.

Discussion ensued concerning what information is critical to provide to Council and how the information should be presented. Points discussed included:

- Annexation is on the table because the City is exploring options that could offer relief to the General Fund, which is currently running at a deficit.
- The first question to answer is if annexation is a viable solution.
- If annexation isn't a viable solution, what other options are available to sustain or raise the level of services.
- Where does the Library fit in the City's priorities, taking into consideration all current needs and interests – this study sets the stage for that conversation.
- Which graphs display meaningful information?
- Concerning annexation, it is important to communicate:
 - The consultants found no significant cost savings for the tax payer, in fact the tax burden would increase, plus a vote would be required.
 - The City is responsible for facilities either way.
- Should the Board make a recommendation to the Council?
- Jon provided a WCLS perspective:
 - Annexation would not provide cost savings to WCLS.
 - Working together works well for patrons.
 - Having two separate systems sometimes confuses patrons.

- WCLS sometimes feels held back because of City funding issues (it is not fair to provide a service solely to County patrons).
- It would cost Bellingham tax payers more.
- April provided a Council perspective:
 - Bring the information to Council – provide the cost to the tax payer, and the impact on the General Fund, for each model – there are seven intelligent, rational Council members who have the responsibility to determine what is in the community's best interest.

Next steps will be for the project team to meet and also to arrange a conference call with BERK.

Items postponed until next meeting:

- Board Personnel Committee discussion
- 2018 Interlocal Agreements for Connections
- Trustee recruitment process

Meeting adjourned at 6:40 p.m.

Next Regular Library Board Meeting – November 21, 2017 at the Central Library, 210 Central Avenue, Library Board Room – at 3:30 p.m.

Chair, Library Board of Trustees

ATTEST
Secretary, Library Board of Trustees

Bellingham Public Library Performance & Activity Measures, 2017

	Year to Date				% of change YTD
	October-17	October-16	2017	2016	
Holdings - Number of materials in the library's collection					
Physical copies added to the collection	2,704	1,832	18,472	17,594	4.99%
Electronic copies added to the collection - <i>Hoopla removed March, 2016</i>	1,274	1,024	10,238	(6,561)	
Physical copies withdrawn from the collection	(211)	(289)	(32,386)	(15,295)	111.74%
Total physical holdings			178,841	190,516	-6.13%
Total electronic holdings			68,077	56,818	19.82%
Total Holdings (Physical and Electronic)			246,918	247,334	-0.17%
Circulation - Number of items checked out or renewed; includes Interlibrary Loan and Outreach activity					
Central Library					
Adult	57,019	58,372	563,298	614,454	-8.33%
Youth	41,779	37,447	402,031	386,568	4.00%
Sub-Total Central	98,798	95,819	965,329	1,001,022	-3.57%
Fairhaven Branch					
Adult	6,953	6,545	67,633	49,403	36.90%
Youth	2,458	1,997	23,704	17,176	38.01%
Sub-Total Fairhaven	9,411	8,542	91,337	66,579	37.19%
Barkley Branch					
Adult	5,585	4,306	51,856	34,829	48.89%
Youth	3,296	2,988	32,384	24,181	33.92%
Sub-Total Barkley	8,881	7,294	84,240	59,010	42.76%
Bellingham Technical College					
Adult	62	53	828	970	-14.64%
Youth	14	11	139	89	56.18%
Sub-Total BTC	76	64	967	1,059	-8.69%
Whatcom Community College					
Adult	261	317	2,927	2,599	12.62%
Youth	134	120	1,038	719	44.37%
Sub-Total WCC	395	437	3,965	3,318	19.50%
Western Washington University					
Adult	418	599	4,479	4,362	2.68%
Youth	235	194	1,688	1,529	10.40%
Sub-Total WWU	653	793	6,167	5,891	4.69%
Online Services					
NW Anytime Library Overdrive	14,064	12,687	136,807	118,320	15.62%
Tumblebooks	420	4,483	7,867	27,147	-71.02%
Zinio	1,512	1,709	14,604	15,075	-3.12%
Sub-Total Online	15,996	18,879	159,278	160,542	-0.79%
Total Circulation	134,210	131,828	1,311,283	1,297,421	1.07%
Holds Activity					
Holds Resolved - BPL staff filling holds for pickup at BPL & WCLS Systems	49,855	47,666	497,611	483,044	3.02%
Holds Filled - holds checked out at BPL, FH, Barkley and Connections	31,451	32,043	318,732	312,987	1.84%
Services					
Persons Visiting - Number of persons counted as they enter the libraries or visit remote website					
Central Library					
Adult	42,013	43,898	431,756	446,078	-3.21%
Children's	11,812	12,916	124,918	129,742	-3.72%
Fairhaven Branch	6,910	7,396	71,629	69,031	3.76%
Barkley Branch	4,129	4,281	41,292	38,751	6.56%
Total Persons Visiting	64,864	68,491	669,595	683,602	-2.05%
Website Visits	40,196	44,247	400,117	457,298	-12.50%
This count reflects number of visits to www.bellinghampubliclibrary.org					
Bibliocommons visits	10,828	12,955	110,671	125,397	-11.74%
This count reflects number of visits to Bibliocommons					
Total Website Visits	51,024	57,202	510,788	582,695	-12.34%
Computer Usage - Number of sessions					
Central Library					
Adult & Teen (30 terminals)	5,698	5,750	56,225	56,058	0.30%
Childrens (3 terminals)	148	226	1,841	2,230	-17.44%
Fairhaven Branch (6 terminals)	622	527	6,578	6,058	8.58%
Barkley Branch (4 terminals)	332	332	2,857	2,839	0.63%
Total Computer Usage	6,468	6,835	67,501	67,185	0.47%
New Borrowers Registered					
Central Library	443	476	4,624	5,228	-11.55%
Fairhaven Branch	56	31	502	456	10.09%
Barkley Branch	28	35	361	342	5.56%
Total New Borrowers Registered	527	542	5,487	6,026	-8.94%
Programs - Library sponsored or co-sponsored educational, recreational, or cultural programs					
Programs	130	150	1,152	1,205	-4.40%
Attendees	3,448	3,869	29,232	33,137	-11.78%
Volunteer Hours	496	466	5337	5878	-9.20%

LIST OF CLAIMS AGAINST THE BOARD OF LIBRARY TRUSTEES AND THE CITY OF BELLINGHAM TO BE CONSIDERED AND APPROVED AT THE REGULAR BOARD MEETING OF NOVEMBER 21, 2017, IN ACCORDANCE WITH RCW 27.12.210 AND 27.12.240.

	VENDOR	AMOUNT
ADMINISTRATION		
Key copies	Accurate Lock & Security	12.39
Copier table, toner	Amazon.com	511.26
Banners	Applied Digital Imaging	193.49
Desk tops	Blackburn Office Equipment	495.19
Darkness to Light training	Brigid Collins	400.00
Lost Interlibrary loan item	Ames Public Library	30.95
Lost Interlibrary loan item	Colorado State University	100.00
Printing; copier paper	Copy Source	403.28
Evanced scheduling	Demco	2,205.00
First aid supplies	Grainger	43.64
Fasteners, tool bag	Home Depot	54.81
Training webinar	Librarian's Guide to Homelessness	599.00
Lost Interlibrary loan item	Hunter Library	82.00
Storage bins	IKEA	67.09
Name tags	Laserpoint Awards	19.57
Whatcom READS! design	Max D. Morin Design	1,650.00
Stampers	Minuteman Press	111.42
Security software maintenance	Ninite.com	21.74
Copies	Oasys Inc.	457.66
Office supplies; copier paper; toner	Office Depot	661.49
Metrics subscription	PLAmetrics	200.00
Lost Interlibrary loan item	Salt Lake County Library	26.95
Barkley operating costs	Talbot Services LLC	533.33
Microfische machine lease	Technology Unlimited	339.14
Debt collection service	Unique Management Services	331.15
Interlibrary loan postage	USPS	81.00
Conference registrations	Washington Library Association	440.00
B & O taxes	WSDR	27.06
	ADMINISTRATION Sub Total	\$10,098.61
PUBLIC SERVICE		
Library materials returned	Library Refunds	167.92
Room reservation cancellations	Library Refunds	123.75
	PUBLIC SERVICE Sub Total	\$291.67
TECHNICAL SERVICES		
Book processing	Baker & Taylor	4,655.76
CD & DVD processing	Midwest Tape	829.87
ILL & tech services	OCLC	2,154.92
	TECHNICAL SERVICES Sub Total	\$7,640.55
LIBRARY ACQUISITIONS		
Books, recorded books, CDs, DVDs	Amazon.com & other credit purchases	571.57
Books	Baker & Taylor	14,280.46

BELLINGHAM PUBLIC LIBRARY
Board of Library Trustees

OCTOBER 2017 CLAIMS

Books	Cavendish Square Publishing	212.55
DVDs, CDs, recorded books	Midwest Tape	6,085.62
eBooks, audiobooks	Overdrive Inc	1,193.19
Periodicals	Seattle Times	1,398.80

LIBRARY ACQUISITIONS Sub Total \$23,742.19

GIFT FUND

Books; Early Learning Space supplies; prizes	Amazon.com	148.85
Books	Baker & Taylor	5,930.78
Books	Center Point Large Print	145.90
Teen programming	Fred Meyer	60.32
Books	Gale	198.98
Teen programming	McKay's Taphouse	25.79
Teen programming	Rudy's Pizzeria	20.00
Summer Reading prizes	Village Books	120.00

GIFT FUND ACQUISITIONS Sub Total \$6,650.62

TOTAL GENERAL FUND \$41,773.02

TOTAL CLAIMS \$48,423.64

GL787

WKD - MONTHLY REPORT - GF

Report Format 712

Acc.Period 10 ending October 31, 2017

Transaction status 1
Rounding to Whole Dollars

	YTD Actual	Adopted Budget	Revised Budget	Variance From Revised	%% Complete
Dpt 0190 LIBRARY					
Grp 191 LIBRARY ADMINISTRATION					
Ex0 010 SALARIES & WAGES	218,316	256,036	256,036	37,720	85.3
Ex0 020 PERSONNEL BENEFITS	89,315	110,529	110,529	21,214	80.8
Ex0 030 SUPPLIES	47,035	79,784	80,840	33,806	58.2
Ex0 040 SERVICES	301,061	366,226	366,226	65,165	82.2
Ex0 050 INTERGOVT SERVICES PAYMENTS	4,349	6,500	6,500	2,151	66.9
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Grp 191 LIBRARY ADMINISTRATION	660,076	819,075	820,132	160,056	80.5
Grp 193 LIBRARY SERVICES					
Ex0 010 SALARIES & WAGES	1,565,575	1,899,743	1,899,743	334,168	82.4
Ex0 020 PERSONNEL BENEFITS	678,415	838,151	838,151	159,736	80.9
Ex0 030 SUPPLIES	352,424	406,465	413,494	61,070	85.2
Ex0 040 SERVICES	19,234	30,205	30,205	10,971	63.7
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Grp 193 LIBRARY SERVICES	2,615,648	3,174,564	3,181,594	565,946	82.2
Grp 195 LIBRARY FACILITIES					
Ex0 040 SERVICES	382,059	457,103	457,103	75,043	83.6
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Report Final Totals	3,657,782	4,450,742	4,458,828	801,045	82.0
	=====	=====	=====	=====	=====

Bellingham Public Library



Director's Report - Nancy Kerr, Director
11/21/2017

Staffing

Jennifer VanderPloeg's job reclassification has been completed and is effective as of November 1st. City HR reclassified her position as Head of Public Services, Program Manager 1, which is more reflective of actual duties and allows her to project manage the Help Desk procedures and scheduling of public services desks.

Budget Request

The Budget request for additional funds for collections in the amount of \$109,000 was approved for 2018.

Practical Tips for Difficult Homeless Patrons Training

We are done with our initial round of training, and huge thanks go to Deborah and Suzanne for all of their amazing efforts on our behalf. We will be meeting to discuss next steps for training and interpreting our Rules of Conduct. We have discussed our training efforts with Parks, and expect to assist them as they set up training for their staff.

Integrated Library System

The group made up of staff from BPL and WCLS which had evaluated multiple ILS options met and agreed that we need to pursue an RFP. The tricky part is the timing, as our contract with Sirsi is up in October, 2018. We are looking for a way to finance the end of 2018, putting the bulk of the costs into the next budget cycle.

Levels of Service

I am beginning to compile data which will help the Board and staff determine the Level of Service standard for Staff FTE. I am using comparable libraries across the country and in the Pacific NW and looking at how their staff FTE compares to their circulation, program, and door count statistics.

New Trustee Recruitment

The Mayor's office received one application for the Board of Trustees, a copy of which was forwarded to us. Janice made sure that the necessary information is available in the Library website.

Keeping Track of Staff Training

Jen has put together a really wonderful spreadsheet that we can use to track staff and Board training all in one place, such as the Homelessness training, First Aid, and Darkness to Light training.

Job Descriptions

One of our goals for the New Year will be getting ourselves on a regular cycle of reviewing job descriptions until they are all up-to-date and on a regular cycle to be updated. We have job specifications and descriptions that are 10-15 years old and require significant changes. It will be a large project but will make our hiring processes much easier in the future if descriptions submitted to HR need only small tweaks rather than overhauls.

Bellingham Public Library

Nancy Kerr, Director



TO: Library Board of Trustees
FROM: Nancy Kerr, Library Director
DATE: November 21, 2017
SUBJECT: 2018 Regular Library Board Meeting Schedule

Each year the Board reviews the day of week, time of day, and location for its meetings in the upcoming year. If you agree to continue as you have in previous years, those meeting dates are tentatively listed below. We will discuss this schedule at your Board meeting.

Regular Board Meetings are held on the third Tuesday of each month. Meetings are usually held in the Library Board Room at the Bellingham Public Central Library, 210 Central Avenue, except as noted below. Meetings usually commence at 3:30 p.m. The public is welcome to attend, and is encouraged to check the library's website for changes.

2018

Tuesday, January 16

Tuesday, February 20

Tuesday, March 20

Tuesday, April 17

Barkley Branch Library

Tuesday, May 15

Tuesday, June 19

Tuesday, July 17

Tuesday, August 21

Tuesday, September 18

Tuesday, October 16

Fairhaven Branch Library

Tuesday, November 20

Tuesday, December 18

Bellingham Public Library

Nancy Kerr, Director



TO: Library Board of Trustees
FROM: Nancy Kerr, Library Director
DATE: November 21, 2017
SUBJECT: 2018 City-observed holidays and other library closures

City-observed holidays for 2018, for your information:

Holiday	Day	Date
New Year's Day holiday	Monday	January 1
Martin Luther King, Jr. Day	Monday	January 15
President's Day	Monday	February 19
Memorial Day	Monday	May 28
Independence Day	Wednesday	July 4
Labor Day	Monday	September 3
Veterans Day	Monday	November 12
Thanksgiving Day	Thursday	November 22
Day after Thanksgiving	Friday	November 23
Christmas Day	Monday	December 24
Day after Christmas	Tuesday	December 25

Other Library closures planned for 2018:

- **Closed** on Sunday, April 1, 2018. While not a city-observed holiday, the Library has typically closed on Easter Sunday because of low use.