Conducted by: Patti Owen-DeLay

Date(s) poll conducted: January 27, 2023 - January 29, 2023

Question: Do you approve the following nine holiday closures for 2023

- New Year's Day   Sunday, January 1
- Martin Luther King Birthday   Monday, January 16
- Washington's Birthday   Monday, February 20
- Memorial Day   Monday, May 29
- Juneteenth   Monday, June 19
- Independence Day   Tuesday, July 4
- Labor Day   Monday, September 4
- Thanksgiving Day   Thursday, November 23
- Christmas Day   Monday, December 25

With Columbus and Veterans Day being library open days?

To Vote: To vote respond to the email with this poll stating your vote (yes, no, or abstain) and if you have any comments, include your comment in the email response.

Suzanne Burkholder: Comments:	Yes	No	Abstain	Could not be reached
Jessica Kallweit Comments:	Yes	No	Abstain	Could not be reached
Rick LaPointe: Comments:	Yes	No	Abstain	Could not be reached
Zach McKinney: Comments:	Yes	No	Abstain	Could not be reached
Terry Nolan: Comments:	Yes	No	Abstain	Could not be reached
Meghann Silverthorn: Comments:	Yes	No	Abstain	Could not be reached
Ted Vail: Comments:	Yes	No	Abstain	Could not be reached

RATIFICATION DATE: **MOTION #:**
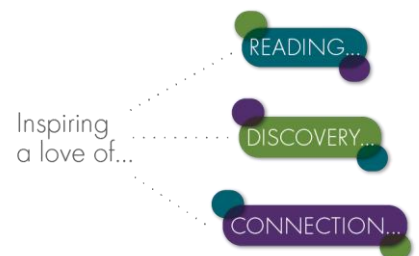
DATE: January 26, 2023

EMAIL POLL ITEM: Board 2023 closure authorization and update.

DISCUSSION: This item is coming to the Douglas County Board of Trustees in keeping with Administrative Policies – Page 33, Item E – Closures - The Board annually approves the District holiday closures, and all District-wide closures unless due to extreme weather or emergency.

The Board directed Library leadership to recommend 9 holiday closures for 2023 eliminating 2 returning the Library to service on those days. The Board directed leadership to augment staff leave options with 2 floating holidays. The Board also directed an expedited decision to assist personal and professional planning – using an email poll to move forward instead of waiting for the next month's meeting. These were the holiday closures adopted in October 2022 – 11 in all.

- New Year's Day   Sunday, January 1
- Martin Luther King Birthday   Monday, January 16
- Washington's Birthday   Monday, February 20
- Memorial Day   Monday, May 29
- Juneteenth   Monday, June 19
- Independence Day   Tuesday, July 4
- Labor Day   Monday, September 4
- Columbus Day   Monday, October 9
- Veteran's Day   Saturday, November 11
- Thanksgiving Day   Thursday, November 23
- Christmas Day   Monday, December 25

RECOMMENDATION: Leadership is recommending this list of closures dropping two.

- New Year's Day   Sunday, January 1
- Martin Luther King Birthday   Monday, January 16
- Washington's Birthday   Monday, February 20
- Memorial Day   Monday, May 29
- Juneteenth   Monday, June 19
- Independence Day   Tuesday, July 4
- Labor Day   Monday, September 4
- Thanksgiving Day   Thursday, November 23
- Christmas Day   Monday, December 25

*Note that Federal services provide for closures on Mondays or Fridays where holidays fall on a non-standard workday (Saturday or Sunday). Instead, DCL will allow staff to schedule and take an administrative day off in the pay period for any holiday on Saturday or Sunday.

The rational for dropping Columbus Day and Veterans Day is four-fold.

1) The Library hasn't traditionally closed on those days.
2) Retail, service-sector, and food-service business aren't traditionally closed on those days. Those holidays aren't as widely observed.
3) Schools are out on those days making the Library a valued-choice for activity on those days.
4) This allows the Library to assist with any Veteran's Day observances in communities without tasking staff to work on a holiday.

FISCAL IMPACT:
The fiscal impact to remaining open for two additional days and adding two floating holidays is immaterial.

MOTION: I move to authorize the 9 listed holiday closures in this request.

PERSON(S) RESPONSIBLE: Bob Pasicznyuk, Executive Library Director