



**Library Board of Trustees  
Meeting Agenda  
August 20, 2024 at 7 p.m.  
Hudson Area Public Library  
700 1<sup>st</sup> Street, Hudson WI 54016**

LBOT Finance Committee and Regular Board Meeting  
Time: Aug 20, 2024 06:45 PM Central Time

Join Zoom Meeting  
<https://us02web.zoom.us/j/82230676371?pwd=lq7lQmanpVAWCLNSBRFqoUmo26tYVa.1>

Meeting ID: 822 3067 6371  
Passcode: 439759

Find your local number:  
<https://us02web.zoom.us/j/kmBpZbF8L>

1. Call to order, roll call, certification of quorum, certification of compliance with WI open meeting laws and public records laws, introduction of visitors and guests.
2. Citizen Comments
3. **ACTION ITEM: Approval of Consent Agenda Items**
  - *Approve meeting Agenda*
  - *Disposition of minutes from the prior board meeting(s) and of any intervening special meetings*
  - *Acceptance of expenditure report*
  - *Approve Finance Committee’s recommendation to pay bills*
4. **Presentations:**
  - *Friends of the Library*
  - *Library Foundation*
5. **Updates and reports**
  - *President’s updates*
  - *City of Hudson updates*
  - *Hudson School District updates*
6. **Committee updates**
  - *Policy and Personnel*
  - *Finance*
7. **Director’s Report**
  - *Presentation of monthly report and statistics*
  - *Director’s report & updates*
8. **PRESENTATION:** Baby Storytimes and Young Adults with Disabilities Programming
9. **DISCUSSION AND POTENTIAL ACTION ITEM:** Ad hoc committee appointments: AI and Operations
10. **DISCUSSION AND POTENTIAL ACTION ITEM:** Charters for AI and Operations ad hoc committees
11. **DISCUSSION AND POTENTIAL ACTION ITEM:** Budget request update
12. **DISCUSSION AND POTENTIAL ACTION ITEM:** Calendar change and staff development
13. **DISCUSSION:** Facility process and progress
14. **Future agenda items**
15. **Adjourn**

Next meeting: September 17, 2024

*Board of Trustees Members: Paul Berning, Kimberly Osterhues, Rich O'Connor, Barbara Peterson, Bryan Wells, Bill Fehrenbach, Gerry Klecker, Chad Wiertzema, Sammi Dittloff. Emailed to City of Hudson, board members and media the week of August 12, 2024.*

NOTE: Some Agenda items may be taken up earlier in the meeting, or in a different order than listed. Upon reasonable notice, an interpreter or other auxiliary aids will be provided at the meeting to accommodate the needs of the public. Please contact the Library Director at 715-386-3101 ext. 305.



**Hudson Area Public Library  
Library Board of Trustees  
Meeting Minutes  
July 16, 2024**

- 1. Call to order at 7:05 p.m. by Trustee Gerry Klecker. Roll call, certification of quorum, certification of compliance with WI open meeting laws and public records laws, introduction of visitors and guests.**

Board members present: Paul Berning (arrived at 7:35) Bill Fehrenbach, Barb Peterson, Rich O'Connor, Gerry Klecker, Chad Wiertzema, Sammi Dittloff.

Board members absent: Bryan Wells, Barb Peterson

Staff: Shelley Tougas, Michelle Saifullah

- 2. Citizen Comments**

None

- 3. ACTION ITEM: CONSENT AGENDA**

Motion by Fehrenbach to approve consent agenda items

Second by O'Connor

Discussion: None

**Vote Taken: MOTION CARRIED - 7 Ayes/0 Nays**

- 4. Presentations**

Friends of the Library: Tougas reported the Everbright wall is scheduled for installation in July.

Hudson Area Library Foundation: Klecker reported the Foundation is planning the annual campaign.

- 5. Updates and reports**

President's update: None

City of Hudson update: None

Hudson School District update: None

- 6. Committee Updates**

Policy and Personnel: Policies are on the agenda

Finance: Budget request is on the agenda

Hudson Area Public Library ... books are just the beginning

**7. Director's Report**

The written report was presented by Tougas.

**8. Discussion: Circulation and Library Use Report**

The written report was presented by Tougas.

**9. Discussion: Inflation and library budget**

The written report was presented by Tougas.

**10. Discussion and potential action item: Policy and Personnel Committee Charter**

Motion by Fehrenbach to approve PPC charter

Second by Klecker

Discussion: None

**Vote Taken: MOTION CARRIED - 7 Ayes/0 Nays**

**11. Discussion and potential action item: Policy: Inclement Weather and Emergency Closures**

Motion by Fehrenbach to approve the revised Inclement Weather and Emergency Closures policy

Second by Osterhues

Discussion: None

**Vote Taken: MOTION CARRIED - 7 Ayes/0 Nays**

**12. Discussion and potential action item: Policy: Unattended Children and Vulnerable Adults**

Motion by Fehrenbach to approve the revised Unattended Children and Vulnerable Adults Policy.

Second by Osterhues

Discussion: Tougas described changes to the current policy

**Vote Taken: MOTION CARRIED - 7 Ayes/0 Nays**

**13. Discussion and potential action item: Policy (new): HAPL Branded Clothing**

Motion by Fehrenbach to approve the new HAPL Branding Clothing Policy.

Second by O'Connor

Discussion: Tougas explained the reasoning behind the policy.

**Vote Taken: MOTION CARRIED - 7 Ayes/0 Nays**

**14. Discussion and potential action item: Policy (new): Youth Protection Policy**

Motion by Fehrenbach to approve the new Youth Protection Policy

Second by Wiertzema

Discussion: Tougas explained the reasoning behind the policy.

**Vote Taken: MOTION CARRIED - 7 Ayes/0 Nays**

**15. Discussion and potential action item:** Ad hoc committees

No vote taken. Staff will bring back proposed charters for two committees: AI integration into the library's building plans and the impact of building configuration on operations.

**16. Discussion and potential action item:** Foundation and cost estimates for building options

Motion by Klecker to request that the Library Foundation fund a cost analysis and timetable study of library expansion options with the architectural firm Leo A. Daly at a cost of up to \$31,800.

Second by Fehrenbach

Discussion: Klecker explained the components of the study.

**Vote Taken: MOTION CARRIED - 7 Ayes/0 Nays**

**17. Discussion and potential action item:** City budget request

Motion by Klecker to approve Finance Committee's recommended initial budget request of \$33,900 to cover COLA for staff and potential insurance increases and request a fee reduction of \$38,350.

Second by Fehrenbach

Discussion: Tougas discussed the budget process

**Vote Taken: MOTION CARRIED - 6 Ayes/0 Nays/1 Abstention (O'Connor)**

**18. FUTURE AGENDA ITEMS:**

Building discussion

**19. Adjourn:**

Motion to adjourn at 8:20 by O'Connor

Second by Klecker

**Vote Taken: MOTION CARRIED – 7 Ayes/0 Nay**

Respectfully submitted,

Shelley Tougas

**Monthly Expenditure Statement**  
**July 31, 2024**  
**Hudson Area Public Library**

Acct Code	Object Description	Budget w/ grants	MTD	YTD	Balance	%YTD
240-55111	Library					
<b>Personnel</b>						
121	Full-Time	\$ 407,000	\$ 30,428	\$ 223,377	\$ 183,623	55%
125	Part-Time	\$ 398,340	\$ 28,660	\$ 204,028	\$ 194,312	51%
151	FICA	\$ 60,346	\$ 4,460	\$ 32,273	\$ 28,073	53%
152	WRS	\$ 40,649	\$ 3,319	\$ 24,437	\$ 16,212	60%
154	Health Insurance	\$ 62,000	\$ 4,693	\$ 38,916	\$ 23,084	63%
<b>Personnel Total:</b>		\$ 968,335	\$ 71,560	\$ 523,031	\$ 445,304	54%
<b>Contractual Services</b>						
212	Legal Services	\$ 2,000	\$ -	\$ -	\$ 2,000	0%
213	Professional Services	\$ 15,500	\$ 1,250	\$ 8,750	\$ 6,750	56%
216	IFLS Ops	\$ 48,500	\$ -	\$ 50,056	\$ (1,556)	103%
217	IFLS Courier	\$ 2,900	\$ -	\$ 2,600	\$ 300	90%
225	Telephone	\$ 4,950	\$ -	\$ 2,512	\$ 2,438	51%
249	Contract Maint.	\$ 700	\$ -	\$ -	\$ 700	0%
294	Programming: Adults	\$ 5,000	\$ 20	\$ 3,106	\$ 1,894	62%
295	Programming: Children	\$ 25,500	\$ 1,531	\$ 17,122	\$ 8,378	67%
298	Maint. Agmts / Leases	\$ 10,000	\$ -	\$ 6,651	\$ 3,349	67%
299	Other Contract Services	\$ 6,000	\$ -	\$ 5,717	\$ 283	95%
<b>Contractual Services Total:</b>		\$ 121,050	\$ 2,801	\$ 96,513	\$ 24,537	80%
<b>Supplies &amp; Expenses</b>						
311	Postage	\$ 1,000	\$ 280.32	\$ 580.94	\$ 419	58%
312	Office Supplies	\$ 10,955	\$ 786.48	\$ 6,574.43	\$ 4,381	60%
324	Memberships	\$ 2,150	\$ -	\$ 1,839.00	\$ 311	86%
326	Advertising	\$ 500	\$ -	\$ 169.77	\$ 330	34%
338	Staff Development	\$ 3,100	\$ 630.00	\$ 2,584.89	\$ 515	83%
	Furnishing	\$ 1,000	\$ -	\$ -	\$ -	
339	Travel / Conferences	\$ 1,750	\$ 827.41	\$ 393.46	\$ 1,357	22%
396	Technology	\$ 10,400	\$ 8,497.98	\$ 4,656.04	\$ 5,744	45%
399	Activity Supplies	\$ 21,600	\$ 11,022.19	\$ 21,598.66	\$ 1	100%
<b>Supplies &amp; Expenses Total:</b>		\$ 52,455	\$ 22,044	\$ 38,397	\$ 14,058	73%
<b>Collection</b>						
395	Books	\$ 70,300	\$ 8,949	\$ 40,099	\$ 30,201	57%
397	Periodicals	\$ 5,100	\$ 848	\$ 5,210	\$ (110)	102%
398	Audio-Visual	\$ 10,000	\$ 206	\$ 4,690	\$ 5,310	47%
	Digital Resources	\$ 2,000	\$ -	\$ -	\$ -	
<b>Collection Total:</b>		\$ 87,400	\$ 10,003	\$ 49,998	\$ 37,402	57%
<b>Fixed Charges</b>						
510	Workers Comp	\$ 1,000	\$ -	\$ 1,470	\$ (470)	147%
511	Public Liability	\$ 1,300	\$ 1,334	\$ 1,334	\$ (34)	103%
513	Public Officials	\$ 1,700	\$ 1,668	\$ 1,668	\$ 32	98%
517	Property Insurance	\$ 2,000	\$ -	\$ 2,800	\$ (800)	140%
519	Unemployment	\$ -	\$ -	\$ -	\$ -	
532	Occupancy Agreement	\$ 114,943	\$ 9,579	\$ 67,050	\$ 47,893	58%
<b>Fixed Charges Total:</b>		\$ 120,943	\$ 12,581	\$ 74,322	\$ 46,621	61%
812	Furniture and Furnishings	\$ -	\$ -	\$ -	\$ -	
829	Other Repair and Improvements	\$ -	\$ -	\$ -	\$ -	
<b>Capital Expenses Total:</b>				\$ -		Remaining
<b>Total Expenditures</b>		\$ 1,350,183	\$ 118,989	\$ 782,262	\$ 567,921	42%
<b>%of Year Completed</b>						58%

# DIRECTOR'S REPORT – AUGUST 2024

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*Library Board of Trustees*

## **Everbright Wall**

Please visit the Everbright Wall, which was installed in late July. Families are enjoying this new learning tool. Funds for the wall were provided by the following: Friends of the Hudson Area Public Library, Hudson Community Foundation, Becky and Vern Nagel, and Ann Marie Foundation.

## **Summer Wrap-Up**

We've had an incredible slate of summer programs and fantastic attendance. Nearly 900 kids participated in the Summer Reading Program. A few other highlights:

- The launch party drew 1,049 attendees.
- More than 700 kids attended weekly outdoor storytimes.
- We streamed the Olympics this year when we didn't have programming or groups booked in the conference room. About 220 people came to watch the game.
- Staff held two yoga storytimes this summer, and 35 people attended each session. Likewise, 170 attended three music and movement storytimes.
- STEM librarian Christopher Mick did seven special STEM programs with a total attendance of 333.

Note: This is the first year we've had to limit registration for families. We don't have enough space or staff to offer more sessions.

## **Volunteer Hours**

From June 1 to August 14, volunteers gave us 308 hours of their time to ensure we had a successful summer. This total *does not* include the volunteer work from the members of the Hudson Area Library Foundation, Friends of the Library and our board. We're grateful for the community support!

## **Library Strategies Follow-up**

We continue to review the Library Strategies' report from the community needs assessment. We've identified changes we can make in the short term based on the responses regarding parking, programming and technology. These include the following:

- We've improved parking for patrons by requiring staff to park in the beach lot. Parking is the top "red flag" in the report.
- The programming team has ramped up adult events for the fall. Patrons said they'd like to see more events for adults.
- We are budgeting to purchase new self-checkouts. Many patrons find them frustrating. The current units were purchased in 2018. They have been maintained and updated, but they are

glitchy. The upstairs unit has to be rebooted at least 2-3 times each day. We're currently planning to replace them in the 2025 budget.

### Circulation Trends

IFLS tracks all libraries' circulation and ranks them by raw numbers. It's no surprise that Eau Claire leads the pack in circulation because of its size. River Falls has the second-highest circulation, which is incredible because it has a smaller service size than both Chippewa Falls (number 3) and Hudson (number 4).

However, Hudson is consistently number one in wireless sessions and number two in checkouts of e-books and e-audiobooks.

### Program stats for July

<b>July</b>				
<b>Overview</b>				
<b>Total Programs</b>	65		<b>Total Participants</b>	1944
<b>Kid Programs</b>	37		<b>Kid Participants</b>	1612
<b>Teen Programs</b>	10		<b>Teen Participants</b>	72
<b>Adult Programs</b>	10		<b>Adult Participants</b>	78
<b>Open Programs</b>	8		<b>Open Participants</b>	182

<b>Year In Review</b>				
<b>Totals</b>				
<b>Total Programs</b>	443		<b>Total Participants</b>	14924
<b>Kid Programs</b>	242		<b>Kid Participants</b>	8155
<b>Teen Programs</b>	59		<b>Teen Participants</b>	456
<b>Adult Programs</b>	74		<b>Adult Participants</b>	613
<b>All Ages Programs</b>	68		<b>All Ages Participants</b>	5700



# Hudson Area Public Library Statistics Summary

Jul-24

Circulation									
Comparisons YTD		2023		2024		Comparisons by Month		Library Visitors YTD	
Physical Materials:	110,356	114,540	Physical CKO	13,582	18,713	2023	2024	2023	2024
Digital Materials:	37,364	43,344	Check-ins	13,493	14,573	51,522	61,621	Monthly Visitors	
Total All Circulation:	147,720	157,884	Renewals	4,362	4,463	2023	2024	2023	2024
% Physical Materials	74.71%	72.5%	Total Physical Circ	17,944	23,176	9,123	10,604		
% Digital Materials	25.3%	27.5%	Digital Circulation	5,104	5,876				
			Total Circulation	23,048	29,052				
New Patrons YTD		New Patrons by Month		Proctoring YTD		Cardholders			
2023	2024	2023	2024	2023	2024	Jan. 1 2024	9,237		
1,034	1,007	179	146	6	7	Current	9,968		
Technology Use YTD		Meeting Room Use		Volunteer Hours					
2023	2024	2023	2024	2023	2024	Monthly	112.5		
Pharos	1,916	1,433	Monthly	245	207	Year to Date	909.5		
Wi-Fi	17,679	17,119	YTD	1,443	1534				
Year-to Date	19,595	18,552							
Programming									
YTD Programs		Monthly Comparisons							
2023	2024	Programs Held	2023	2024					
249	415	Children	28	37					
YTD Program Attendance		T[w]eens		4		10			
2023	2024	Adult	9	10					
7,468	14,084	Drop-in	5	8					
		Totals:		46		65			
		Attendance		2023		2024			
Self Directed Activities 2024		Children		516		1612			
MTD		T[w]eens		27		72			
30		Adult		95		78			
		Drop-in		291		182			
		Totals:		929		1857			

## Hudson Area Public Library

Circulation Statistics		January	February	March	April	May	June	July	August	September	October	November	December	Year-to-Date	
<b>Check-outs</b>		2018	13,266	12,994	16,153	14,102	15,400	19,450	18,509	17,830	13,527	13,869	13,289	11,439	179,828
		2019	14,754	13,485	15,567	13,828	12,865	16,711	18,359	16,262	12,420	13,610	12,570	10,826	171,257
		2020	13,321	12,959	7,285	990	3,005	3,496	8,169	9,461	8,752	8,613	8,736	8,225	93,012
		2021	8,636	9,333	11,147	9,429	7,955	13,175	12,805	11,320	6,425	3,423	3,548	3,374	100,570
		2022	6,666	6,908	9,020	8,699	8,052	13,128	13,582	14,057	9,615	10,421	9,660	8,741	118,549
		2023	11,473	10,028	12,934	10,398	9,524	13,887	14,631	13,859	10,567	10,667	10,271	8,117	136,356
		<b>2024</b>	<b>11,986</b>	<b>11,592</b>	<b>12,448</b>	<b>12,125</b>	<b>11,433</b>	<b>14,623</b>	<b>14,250</b>					<b>88,457</b>	
<b>Check-ins</b>		2018	12,303	12,771	15,258	14,669	14,220	17,791	18,773	18,539	14,420	14,490	13,087	11,980	178,301
		2019	13,108	13,381	15,053	14,514	13,619	13,745	18,230	17,816	13,092	13,836	12,354	12,308	171,056
		2020	12,297	12,798	6,163	232	3,567	5,104	7,995	6,777	7,931	7,422	6,380	5,812	82,478
		2021	6,064	6,930	8,246	9,436	8,539	10,618	11,893	12,201	7,124	5,405	5,279	4,864	96,599
		2022	4,913	6,637	8,532	8,441	8,527	10,608	13,493	13,034	10,594	9,873	10,430	9,382	114,464
		2023	9,634	10,019	12,031	11,008	10,680	11,037	13,948	14,976	11,538	10,824	10,841	9,403	135,939
		<b>2024</b>	<b>10,293</b>	<b>10,814</b>	<b>11,570</b>	<b>12,872</b>	<b>11,176</b>	<b>13,099</b>	<b>14,573</b>					<b>84,397</b>	
<b>Renewals</b>		2018	5,371	5,333	8,729	6,698	6,807	7,936	6,803	5,884	5,275	5,090	4,693	4,589	73,208
		2019	4,850	4,521	5,202	5,155	4,378	4,506	6,292	5,414	4,557	4,896	4,637	4,666	59,074
		2020	4,192	4,058	2,404	92	84	805	3,344	3,071	3,319	3,219	3,324	3,876	31,788
		2021	4,113	4,156	4,676	4,262	3,952	4,160	4,758	4,937	1,290	535	1,229	2,023	40,091
		2022	2,405	2,658	3,760	3,475	3,558	3,571	4,362	4,184	3,466	3,758	3,575	3,326	42,098
		2023	3,504	3,331	3,944	3,725	3,458	3,532	4,422	4,377	3,697	3,791	3,826	2,954	44,561
		<b>2024</b>	<b>3,509</b>	<b>3,377</b>	<b>3,791</b>	<b>3,574</b>	<b>3,698</b>	<b>3,671</b>	<b>4,463</b>					<b>26,083</b>	
<b>Total Physical Circulation</b>		2018	18,637	18,327	24,882	20,800	22,207	27,386	25,312	23,714	18,802	18,959	17,982	16,028	253,036
		2019	19,604	18,006	20,769	18,983	17,243	21,217	24,651	21,676	16,977	18,506	17,207	15,492	230,331
		2020	17,513	17,017	9,689	1,082	3,089	4,301	11,513	12,532	12,071	11,832	12,060	12,101	124,800
		2021	12,749	13,489	15,823	13,691	11,907	17,335	17,563	16,257	7,715	3,958	4,777	5,397	140,661
		2022	9,071	9,566	12,780	12,174	11,610	16,699	17,944	18,241	13,081	14,179	13,235	12,067	160,647
		2023	11,473	14,923	16,392	15,850	14,891	18,155	18,672	4,377	3,697	3,791	3,826	2,954	129,001
		<b>2024</b>	<b>15,495</b>	<b>14,969</b>	<b>16,239</b>	<b>15,699</b>	<b>15,131</b>	<b>18,294</b>	<b>18,713</b>					<b>114,540</b>	
<b>2022-2023 increase / decrease</b>			<b>2,402</b>	<b>5,337</b>	<b>3,612</b>	<b>3,676</b>	<b>3,281</b>	<b>1,456</b>	<b>728</b>	<b>(13,864)</b>	<b>(9,384)</b>	<b>(10,388)</b>	<b>(9,409)</b>	<b>(9,113)</b>	<b>(31,666)</b>
<b>Digital Circulation</b>		2018	3,625	3,424	3,781	3,455	3,531	3,589	3,890	3,737	3,591	3,539	3,433	3,536	43,131
		2019	4,021	3,631	3,956	3,729	3,943	3,983	4,318	4,251	3,927	4,089	3,958	3,978	47,784
		2020	4,213	3,911	4,316	4,914	5,044	5,034	5,041	4,704	4,471	4,359	4,150	4,273	54,430
		2021	4,800	4,773	5,246	4,558	4,611	4,696	4,922	5,061	4,655	4,575	4,488	4,581	56,966
		2022	5,245	4,172	5,000	4,742	4,811	4,971	5,104	4,998	4,673	4,723	4,641	4,482	57,562
		2023	5,387	4,836	5,346	5,184	5,366	5,376	5,869	5,685	5,542	6,152	6,118	6,107	66,968
		<b>2024</b>	<b>6,455</b>	<b>6,053</b>	<b>6,620</b>	<b>6,002</b>	<b>6,327</b>	<b>6,011</b>	<b>5,876</b>					<b>43,344</b>	
<b>2022-2023 increase / decrease</b>			<b>142</b>	<b>664</b>	<b>346</b>	<b>442</b>	<b>555</b>	<b>405</b>	<b>765</b>	<b>687</b>	<b>869</b>	<b>1,429</b>	<b>1,477</b>	<b>1,625</b>	<b>9,406</b>
<b>Total Digital &amp; Physical Circulation</b>		2018	16,860	19,759	21,738	21,034	20,257	23,531	24,541	10,062	9,239	9,943	9,944	9,061	195,969





# COMMITTEE CHARTER: AI LIBRARY INTEGRATION

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*Library Board of Trustees*

Date chartered: August 20, 2024

Committee to be disbanded after presentation of final report unless the President requests, and Trustees approve, additional work.

## **President's appointees**

Board members: Sammi Dittloff, Chad Wiertzema, Paul Berning (or potentially a citizen member)

Library staff: Matt Campana, Christopher Mick

## **The charge of the Artificial Intelligence Library Integration Committee is the following:**

- Research AI applications for public libraries
- Research robotics and potential use in public libraries
- Develop cost-benefit analysis for potential use of AI/robotics at the Hudson Area Public Library
- Provide reports to the board at each meeting about committee activity, including a final report with recommendations
- Ensure laws related to open meetings and public records are followed
- Take minutes
- Follow Robert's Rules of Order

## COMMITTEE CHARTER: LIBRARY OPERATIONS AND FACILITY STRUCTURE

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*Library Board of Trustees*

Date chartered: August 20, 2024

Committee to be disbanded after presentation of final report unless the President requests, and Trustees approve, additional work.

### **President's appointees**

Board members: Bill Fehrenbach, Bryan Wells, third member

Library staff: Shelley Tougas, Michelle Saifullah

### **The charge of the Library Operations and Facility Structure Committee is the following:**

- Develop a staffing needs assessment for a one-story library structure vs a two-story library structure.
- Compare personnel costs for each structure.
- Compare other operating expenses, if relevant
- Clearly communicate all assumptions made in developing the assessment.
- Ensure laws related to open meetings and public records are followed
- Take minutes
- Follow Robert's Rules of Order

## CHANGE: 2024 HOLIDAYS AND CLOSURES

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**Topic:** Library schedule for holidays and closures

**Recommendation:** Motion to approve the holiday and closure schedule as presented.

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**Background:** The closures are based on the library's traditional approach to holidays, including when holidays fall on weekends. Additionally, the library traditionally closes at 5 p.m. on the evening before a holiday. The proposed schedule assumes the library does not reinstate Sundays.

*PROPOSED CHANGE: Library staff have the opportunity to participate in a new citywide staff development day Oct. 11. Therefore, we would close on Oct. 11 instead of our traditional staff development day, which is Indigenous Peoples' Day/Columbus Day (Oct. 14). We will be open Oct. 14.*

### HOLIDAYS/LIBRARY CLOSURE

January 15, 2024—Martin Luther King Jr. Day

March 29, 2024—Good Friday

May 27, 2024—Memorial Day

July 4, 2024—Fourth of July

September 2, 2024—Labor Day

**October 11, 2024—City Staff Development Day -- CLOSED**

October 14, 2024—~~Annual Staff Training Day/Columbus Day~~ **NOW OPEN**

November 28—30, 2024—Thanksgiving/Day after Thanksgiving  
(11/30 will be an unpaid closure)

December 24—25, 2024—Christmas Holidays

December 31, 2023—Jan 1, 2024—New Year's