



Policy Manual

BUILDING

B2: Closures

The Library will be closed on the following days:

- New Year's Day
- Easter Sunday
- Mother's Day
- Sunday of Memorial Day weekend
- Memorial Day
- Father's Day
- Independence Day
- Staff Development Day
- Saturday of Labor Day weekend
- Sunday of Labor Day weekend
- Labor Day
- Wednesday before Thanksgiving (Library closes at 5 p.m.)
- Thanksgiving Day
- Friday after Thanksgiving Day
- Christmas Eve Day
- Christmas Day
- New Year's Eve Day

Any other day may be approved by the Library Board from time to time.

Staff Development day is usually scheduled for the 3rd Friday in August but is subject to change at the discretion of the Library Director.

Whenever Christmas Day or New Year's Day falls on a Sunday, the Library will be closed on the Friday before.

Notice of all closures will be posted in the Library and on the website.

Approved: December 19, 2007; Amended May 1, 2010; February 11, 2012, Effective January 1, 2013; October 15, 2014; June 22, 2017, Effective January 1, 2018

Signed:

Craig Messerknecht
President
Novi Public Library Board of Trustees