



City of  
**Peterborough**

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**To:** Peterborough Public Library Board of Trustees

**From:** Jennifer Zoethout, Library Manager/CEO

**Meeting Date:** December 1, 2015

**Subject:** Report PPL15-019  
Seasonal Closing

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## **Purpose**

A report to advise the Library Board concerning the seasonal closing of the library on December 28, 2015.

## **Recommendations**

That the Peterborough Public Library Board of Trustees approve the recommendations outlined in Report PPL15-019 dated December 1, 2015, of the Library Manager/CEO, as follows:

- a) That the motion passed at the October 27, 2015 Board of Trustees meeting regarding seasonal library hours be rescinded, and
- b) That the Peterborough Public Library Board select option #3, to remain open over Christmas.

## **Budget and Financial Implications**

There are direct financial implications depending on the option chosen.

## Background

At the previous Library Board Meeting the Board was advised by City staff and the CEO/Library Manager that the library would close to the public on December 28, 2015 to be in-line with the rest of the City of Peterborough closure. This was incorrect, and the City of Peterborough has not agreed to pay for the associated fees. As a result a new motion must be passed to approve the revised library hours.

Traditionally the library closes at 5:00 pm on the Monday after Christmas.

## Options

	Option	Result	Cost
1	Remain closed to the public	<i>Regularly scheduled</i> staff time is paid for out of the reserves	\$1500.00
2	Remain closed to the public	All full-time staff, and staff scheduled to work that day are paid for out of the reserves.	\$5000.00
3	Remain open	Lowers Employee morale	Employee Morale
4	Remain closed and ask staff to use either Lieu time or vacation to cover hours	Lowers Employee morale	Employee Morale

Submitted by,

**Jennifer Zoethout**  
Library Manager/ CEO

Contact Name:  
Jennifer Zoethout  
Library Manager/ CEO  
Phone: 705-745-5382 Ext. 2380  
Fax: 705-745-8958  
E-Mail: [jzoethout@peterborough.ca](mailto:jzoethout@peterborough.ca)