



**Peterborough
Public Library**

To: Peterborough Public Library Board of Trustees

From: Jennifer Jones, Acting Library Manager/CEO

Meeting Date: September 27, 2016

Subject: Report PPL16-035
Staff Development Day Closure

Purpose

A report to seek approval to close the library to the public on November 4, 2016 for a staff development day.

Recommendation

That the Library Board approve the recommendation outlined in Report PPL16-035 dated September 27, 2016, of the acting Library Manager/CEO, as follows:

That the closure of the Library on November 4, 2016 for a staff development day be approved.

Budget and Financial Implications

If the recommendation is adopted there would be no affect to the Library's overall budget.

Background

The Library traditionally closes one day a year to the public for all staff to be able to attend a full day training session. This year, the session would be focused on team building activities, customer service training, and other activities yet to be decided.

Submitted by,

Jennifer Jones
Acting Library Manager/CEO

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