



COUNTY OF HUMBOLDT

AGENDA ITEM NO.

C-15

For the meeting of: December 15, 2015

Date: December 3, 2015

To: Board of Supervisors

From: Victor Zazueta, Director of Library Services

Subject: Adjusted Humboldt County Library (HCL) Hours of Operation for December 24, 2015, and December 31, 2015 at those locations with Thursday evening hours.

RECOMMENDATION(S):

That the Board of Supervisors approves the change in open hours for the HCL as specified on Attachment 1 to accommodate early closures of the County Library on the day prior to holidays during 2015.

SOURCE OF FUNDING:

1500 Library Fund

DISCUSSION:

Traditionally, the Humboldt County Library receives little business on a day before an official holiday, and in anticipation of the coming holidays in 2015 the County Library requests that the Board of Supervisors approve an early closure of the County Library on the evenings prior to the upcoming holidays, the Christmas holiday, December 25, 2015; and the New Year's Day holiday, January 1, 2016. This year the Christmas Day holiday falls on Friday, December 25, and New Year's Day falls on Friday, January 1. This proposal seeks to shift the open hours on the Thursday immediately prior to the listed Friday holidays by eliminating the current Thursday

Prepared by W.Love

CAO Approval [Signature]

REVIEW:

Auditor _____ County Counsel _____ Personnel _____ Risk Manager _____ Other _____

TYPE OF ITEM:

☒ Consent
☐ Departmental
☐ Public Hearing
☐ Other _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT

Upon motion of Supervisor Lovelace
Seconded by Supervisor Bass
And unanimously carried by those members present,
The Board hereby adopts the recommended action
contained in this report.

PREVIOUS ACTION/REFERRAL:

Board Order No. _____

Meeting of: _____

Dated: Dec. 15, 2015
Kathy Hayes, Clerk of the Board

By: [Signature]

evening hours. The proposed adjustment will shift public open hours to earlier in the day to allow County Library staff members to have the evening hours of the day before these two holidays off. Staff members who normally work Thursday evenings would shift their schedules to accommodate the change in open hours.

FINANCIAL IMPACT:

This proposal will provide community appropriate levels of service.
Approval of the shift in open hours would not increase costs nor decrease costs for the Library.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Board's discretion

ATTACHMENTS:

Attachment 1: Proposed change in hours

ATTACHMENT 1:

AGENDA ITEM

Department: Library, 621

For Meeting of: 12/15/2015

Subject: Adjusted Library Hours of Operation for holidays in 2015.

Changes in library open hours for Thursday, December 24, 2015 and Thursday, December 31, 2015 for Arcata, Trinidad, Ferndale and Garberville locations. Locations not mentioned are not impacted by this proposal.

| Library | Regular Schedule | Proposed Schedule |
|-------------|------------------|-------------------|
| Arcata | 12-8 | 9-5 |
| Garberville | 12-6 | 11-5 |
| Ferndale | 12-5, 7-9 | 9-12, 1-5 |
| Trinidad | 11-1, 2-7 | 9-11, 12-5 |