City of Orange

Legislation Details (With Text)

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Type:	Consent - Report	**Status:**	Agenda Ready
File created:	5/21/2021	**In control:**	City Council
On agenda:	7/13/2021	**Final action:**	
Title:	Request to close the Orange Public Library & History Center and the El Modena and Taft Branch Libraries for various dates during September 2021 - January 2022.		
Sponsors:			
Indexes:			
Code sections:			
Attachments:	1. Staff Report		

Date	Ver.	Action By	Action	Result
7/13/2021	1	City Council	Adopted	Pass

TO: **Honorable Mayor and Members of the City Council**

THRU: **Rick Otto, City Manager**

FROM: **Dave Curtis, Library Services Director**

1. SUBJECT

Request to close the Orange Public Library & History Center and the El Modena and Taft Branch Libraries for various dates during September 2021 - January 2022.

2. SUMMARY

Annually, the Orange Public Libraries are closed to the public to accommodate various events.

3. RECOMMENDED ACTION

Approve closure of the Orange Public Library facilities to the public as described in the Staff Report.

4. FISCAL IMPACT

None.

5. STRATEGIC PLAN GOALS

Goal 4: Provide outstanding public service

b: Provide facilities and services to meet customer expectations.

6. DISCUSSION AND BACKGROUND

Fiscal Year 2021-2022 closure dates

- **September 3 - 4 -** The Orange International Street Fair takes place Labor Day weekend. The Orange Public Library & History Center (OPL & HC) closes at 2:30 p.m. on that Friday and all

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day on Saturday. As the Library parking lot is used for fundraising, it is not feasible to remain open. Both El Modena and Taft Branch Libraries will maintain their regular business hours during this time. Full-time staff scheduled to work Friday afternoon or Saturday will take vacation time or work at the branches.

- **November 24 -** Every year, due to limited public use, the Orange Public Library facilities have closed at 6:00 p.m. on the Wednesday evening prior to the Thanksgiving Day holiday.
- **December 23 - January 2 -** Orange Public Library facilities will close as part of the City's annual holiday closure. These dates were outlined in Resolution No. 11199 and approved by City Council at the December 10, 2019 meeting.
- **January 17 -** Due to the Library's commitment to the City's goal to provide outstanding public service, the Library conducts Staff Development Day a day for staff to work together on goals, objectives, and training. This will be the Library's seventh Staff Development Day in the past twelve years. The cost is covered by funds donated from library support groups. Monday, January 17 was selected since it is one of the least busy days of the year as it is a federal and local school holiday in honor of the birthday of Martin Luther King, Jr. Staff Development Day will be held from 8:00 a.m. - 5:00 p.m. at the OPL & HC. Attendance will be mandatory.

Notification of these closures will be communicated as usual through library signage, printed calendars, social media, and online.

7. ATTACHMENTS

None

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