

BRIDGEPORT LIBRARY

To: Library Board of Directors
From: Staff Association Executive Committee

Date: April 1, 2023

RE: To amend Library Hours for the year 2023

On behalf of the Bridgeport Public Library staff, we are asking for a modification of library hours for the year 2023. The requested modifications are as follows:

- Saturday, May 27, 2023 (The Saturday before Memorial Day) All Staff will work Tuesday – Friday week ending 06/02/2023. Monday 05/29/2023 is Memorial Day. **(Past practice)**
- Saturday, September 2, 2023 (The Saturday before Labor Day) All staff will work Tuesday - Friday week ending 09/08/2023. Monday 09/04/2023 is Labor Day. **(Past practice)**
- Wednesday, November 22, 2023 All BPL locations to open 10am-6pm (The day before Thanksgiving).
- Saturday, November 25, 2023. (The Saturday after Thanksgiving). All staff will work Monday– Friday week ending 12/01/2023.
- Saturday, December 23, 2023. (The Saturday before Christmas Day). All staff will work Tuesday – Friday week ending 12/29/2023. Monday 12/25/2023 is Christmas Day.
- Saturday, December 30, 2023. (The Saturday before Christmas Day). All staff will work Tuesday – Friday week ending 01/05/2024. Monday 01/01/2024 is New Year's Day.

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To: Library Board of Directors
From: Staff Association Executive Committee

Date: April 1, 2023

RE: Amendment of Library Hours for Year 2023

Thank you for your consideration of the amendment of Library hours for year 2023. Attached is the revised submission.

The library staff would like for the Library Board to consider closing on Saturday, December 23rd & 30th.

December is one of the quieter months with the lowest usage statistics. The closing of these Saturdays will impact the fewest number of patrons, provides for easier scheduling/staffing the week of the Christmas and New Year holiday due to the number of open days during the week. It will also be good for staff morale.

Included with this memo are statistics from 2017-2020, prior to the Pandemic showing the drop-in attendance during the Holiday Season. Post Pandemic our attendance is building up, however statistics have shown that during the Holiday Seasons attendance drops considerably.

Thank you again for your consideration.