



## Library Holiday Closure Policy

JPAB Policy # 108  
Approved: October 2019  
Five-year Review Schedule: October 2024

### Closure Schedule for the Santa Cruz Public Library System

- April: Spring Staff Training Day – TBD
- October: Autumn Staff Training Day – Columbus Day
- November: Veterans' Day  
Thanksgiving Day  
Day after Thanksgiving
- December: Christmas Eve – Close at 2 pm (if branch is scheduled to be open)  
Christmas Holiday  
New Year's Eve Holiday – Close at 2 pm (if branch is scheduled to be open)
- January: New Year's Day Holiday

Note per MOU: When a holiday falls on a Sunday, the following Monday shall be observed.  
When a holiday falls on a Saturday, the preceding Friday shall be observed.