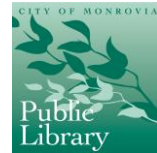




**CITY OF MONROVIA  
LIBRARY BOARD  
AGENDA REPORT**



**DEPARTMENT:** Public Services, Library Division

**MEETING DATE:** October 25, 2018

**PREPARED BY:** Carey Vance  
Library Manager

**AGENDA LOCATION:** AR-3

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**TITLE:** November and December 2018 Library Board Meetings

**OBJECTIVE:** Consideration of Canceling the November and December 2018 Library Board Meetings During the Holiday Season

**BACKGROUND:** Over the past several years, the Library Board has cancelled some of its meetings in order to accommodate holidays. Typically, holiday months are less busy than other times of the year, and are well-suited to “going dark.”

This report addresses proposed Library Board meeting dates during the 2018 holiday season.

**ANALYSIS:** In 2018, Thanksgiving Day and the day after Thanksgiving holidays will occur on November 22 and November 23. Christmas will fall on Tuesday, December 25 with Christmas Eve falling on Monday, December 24. The City observes these days as holidays. Staff recommends that the Library Board meetings that are scheduled to occur on November 22 and December 27, 2018 be cancelled due to their proximity to the Thanksgiving and Christmas holidays.

**FISCAL IMPACT:** There is no fiscal impact associated with this report.

**RECOMMENATION:** Staff recommends the Library Board authorize cancellation of the meetings of November 22, 2018 and December 27, 2018.

**LIBRARY BOARD ACTION REQUIRED:** If the Library Board concurs the appropriate action would be a motion to: ***Approve cancellation of the regular meetings in November and December.***

**AR-3**