



Date: January 5, 2018
To: Patrick H. West, City Manager *PW*
From: Glenda Williams, Director of Library Services *Glenda*
For: Mayor and Members of the City Council
Subject: **Libraries Closed for Staff Development Day – January 24, 2018**

On Wednesday, January 24, 2018, the Long Beach Public Library's 12 locations will be closed to the public for a staff development day. All staff will be at the Michelle Obama Library, where they will hear from Edmond Otis, a renowned speaker among the librarian community, about dealing with difficult patrons and situations, including those with mental challenges, safety in the modern-day library setting, and resiliency. Library materials may still be returned to any Long Beach Public Library book drops.

Notification to the public will be made via signs posted (in advance) at all Library locations, announcements on the library's website (www.lbpl.org), and social media. All libraries will re-open to the public on Thursday, January 25, 2018, at 12:00 p.m.

Please contact me if you would like additional information at (562) 570-6016.

GW:ml

CC: CHARLES PARKIN, CITY ATTORNEY
LAURA L. DOUD, CITY AUDITOR
TOM MODICA, ASSISTANT CITY MANAGER
KEVIN JACKSON, DEPUTY CITY MANAGER
REBECCA GARNER, ASSISTANT TO THE CITY MANAGER
DEPARTMENT HEADS