

Regulations Governing Internal Operations Terrace Bay Public Library 2010

- a) Library Board meeting to be held on the second Tuesday of each month (excluding the months of July and August) attended by board consisting of five members and Chief Executive Officer. Meetings shall be open to the public.
- b) Chair to be elected annually
- c) Library employees are covered by Workmen's Compensation when applicable and by township insurance when travelling on library business.

SALARY SCHEDULE

CEO's salary to be reviewed annually. Union employees as per current collective agreement.

HOURS OF WORK

Library hours open to the public :

Monday to Wednesday 10 am to 5pm 6pm – 8pm

Thursday & Friday 10 am – 5pm

Saturday & Sunday - CLOSED

CEO works

Monday to Friday 10am – 5pm

Library Assistant 1 works

Monday to Friday 1pm – 5pm

Library Assistant 2 works

Hours eliminated through budget cuts. May be reinstated for 2011.

Library Assistant 3 works

Monday to Wednesday 6pm – 8pm

Relief hours as required