

Mt. Lebanon Public Library Policy No. 19
Hours of Opening

MT. LEBANON PUBLIC LIBRARY

POLICY NUMBER: 19

TITLE: Hours of Opening

DATE ISSUED: July 18, 2023

REPLACES: Previous Policy No. 19, August 8, 1991; Revised May 17, 2001, June 16, 2015

PURPOSE: To state the operating hours of the Library.

STATEMENT OF POLICY:

The library exists to serve the information needs of the community, and because those needs extend beyond traditional business hours, the Library will be open the maximum number of hours allowed by its budget. Those hours shall be determined for patron convenience, subject to budgetary restraints.

The Library's hours shall be:

Monday through Thursday.....	9:00 a.m. to 9:00 p.m.
Friday and Saturday.....	9:00 a.m. to 5:00 p.m.
Sundays	1:00 p.m. to 5:00 p.m.

Holidays the Library will be closed are subject to change but include:

- New Year's Day, Jan. 1
- Dr. Martin Luther King, Jr. Day, third Monday in January
- Easter Sunday
- Memorial Day, final Monday in May; and the preceding Sunday
- Independence Day, July 4
- Labor Day, first Monday in September; and the preceding Sunday
- Thanksgiving Day, fourth Thursday in November; close at 5 pm on preceding Wednesday
- Christmas Eve, December 24
- Christmas Day, December 25
- New Years' Eve, December 31; close at 5 pm

On holidays, books and other materials may be returned in the book and media return receptacles, accessible from Castle Shannon Blvd or the return receptacle at the upper entrance.

Library virtual services, accessible through the library website at www.mtlebanonlibrary.org, are available 24/7.