

## **APPENDIX 3A—Hours of Operation**

The Main Library is normally open the following hours:

9:00 a.m. to 9:00 p.m.	Monday through Thursday
9:00 a.m. to 6:00 p.m.	Friday
9:00 a.m. to 5:00 p.m.	Saturday
12:00 p.m. to 5:00 p.m.	Sunday

The parking garage located under the Main Library normally is locked no more than 15 minutes after the Library closes each day. The garage may remain open longer by request of Library staff, Friends of the Library, or the Foundation Board when Library or affiliate events require after-hours accommodation.

The North Hoffman Branch is normally open the following hours:

11:00 a.m. to 7:00 p.m.	Monday through Thursday
10:00 a.m. to 6:00 p.m.	Friday
9:00 a.m. to 1:00 p.m.	Saturday
Closed	Sunday

The Rand Road Branch is normally open the following hours:

10:00 a.m. to 6:00 p.m.	Monday through Thursday
9:00 a.m. to 4:00 p.m.	Friday
9:00 a.m. to 1:00 p.m.	Saturday
Closed	Sunday

Extended Access hours are offered at branch locations to allow residents to utilize those locations during designated unstaffed hours. Use of locations during Extended Access hours is governed by Policy 2-17 Extended Access. Extended Access hours may fluctuate based on the open hours of the buildings. Hours will be posted outside the branch and on the Library's website.

When circumstances require a change in hours, those changes will be posted on the Library's website and shared through the email newsletter and social media channels.

(Appendix referenced in Policies 3 and 8. Approved by PPLD Board of Trustees 9-1-05, Last Revised 9-20-22, Effective 10-1-22)