

**BEFORE THE BOARD OF TRUSTEES  
YAKIMA VALLEY LIBRARIES**

In the Matter of Modification of the Personnel  
Policies – Floating Holidays

**RESOLUTION  
#17-026**

WHEREAS, the Board of Trustees review and establish policy;

WHEREAS, the Board of Trustees adopted the Personnel Policies, November 10, 2014, Resolution #14-009 and modification to this policy by Resolution #17-015 September 25, 2017;

WHEREAS, the Executive Director has requested the following modification to the application of the Floating Holidays, under Chapter 4.10:

Floating Holiday: ~~The library will accrue the two floating holidays (formerly Columbus Day and the Day after Thanksgiving) on January 1 to be used by December 31. Regular full-time and part-time employees, including those within their first six months, have these days off with pay. Temporary and emergency personnel and regular part-time employees whose work schedules are fewer than twenty (20) hours per week are not eligible for holiday leave. Holiday pay for eligible part-time employees is prorated based upon the regularly scheduled number of hours worked per week.~~


Eligible employees will receive 2 paid floating holidays on January 1<sup>st</sup> each year which must be used no later than December 31<sup>st</sup> the same year. Regular full-time and part-time employees whose work schedules are at least twenty (20) hours a week have these days off with pay. Temporary and emergency employees and regular part-time employees whose work schedules are fewer than twenty (20) hours per week are not eligible for holiday leave. Holiday pay for eligible part-time employees is prorated based upon the regularly scheduled number of hours worked per week.

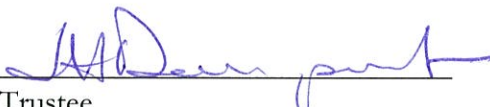
*Employees hired after January 1<sup>st</sup> will receive prorated floating holidays.*

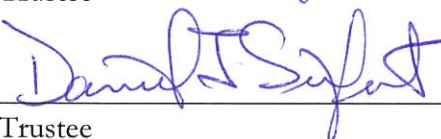
NOW THEREFORE, BE IT RESOLVED THAT the Yakima Valley Board of Trustees authorize the proposed modification effective January 1, 2018.

ADOPTED by the Board of Trustees this 11<sup>th</sup> of December, 2017

  
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Trustee

  
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