



City of Saint Paul

City Hall and Court House
15 West Kellogg Boulevard
Phone: 651-266-8560

Legislation Text

File #: AO 12-20, **Version:** 1

Administrative Order authorizing library officials to hold Customer Service and Staff Days for training and recognition.

Whereas the Saint Paul Public Library will conduct a Customer Service Improvement Day, May 3, 2012 for the purpose of providing intensive staff training, customer service improvement projects, and workshops at a cost not to exceed \$1500; and

WHEREAS, The Saint Paul Public Library will hold a staff recognition and in-house training session, to be held on October 8, 2012 at a location to be determined and at a cost not to exceed \$4500; and

WHEREAS, The Saint Paul Public Library has received donated monies from the Friends of the Library, Perrie Jones Library Fund, which will pay the entire cost for the events; and

WHEREAS, The Saint Paul Public Library staff require regular and ongoing training better to meet the rapidly changing needs of the communities they serve and these sessions allow all staff to be present in one place;

NOW, THEREFORE, It Is Ordered that library officials are authorized and directed to undertake the staging of the events and remit the cost not to exceed \$6,000 for the program to the proper parties.