

REQUEST FOR BOARD ACTION / CONTRACT CONTROL FORM

Tracking Number: 7.

Date of Request: September 5, 2007

Date Request Received: September 5, 2007

Board Meeting Date Requested: September 17, 2007

Board Meeting Date Assigned: September 17, 2007

Short Title: Approval Of The 2008 Pender County Holiday Schedule

- Request Status:**
- Request is proceeding to Board of Commissioners
 - More information is needed – see attached
 - Request on hold – no further information needed
 - Other:

Background: The 2008 Holiday Schedule is as conveyed in our adopted Pender County Personnel Policy. There are a total of twelve paid holiday day's observed throughout the calendar year.

Specific Action Requested:
Approval by the Board of Commissioners of the 2008 Holiday Schedule.

Requested by: Jennifer Hedge
Department: Human Resources
Title: HR Director
Contact Phone: 910.259.0212
Contact Fax:

(Administrative Use Only)

CONTRACT TYPE

- Renewal
- For Service(s)
- Intergovernmental – County as Grantee
 - Federal Grantor
 - State Grantor
 - Grant or
- County as Grantor
 - County Funds
 - Other Funds:
- Revision
- For Equipment

PURCHASING Budgeted Item: Yes No
Date Rec'd: Reviewed and Approved
 Comments on Reverse

Date Sent: _____
Signed: _____

ATTORNEY Reviewed and Approved
Date Rec'd: Legal Problem(s)
 Comments on Reverse

Date Sent: _____
Signed: _____

FINANCE Sufficient Funds Available
Date Rec'd Not Available
 Budget Amendment Necessary
 Budgeted Amendment is Attached
 Comments on Reverse

Date Sent: _____
Signed: _____

CLERK Signature(s) Required:
 Board Chairman/County Manager
 Other:

Date Rec'd Approved by Board: Yes No
At meeting on _____

2008 Pender County Holiday Schedule

HOLIDAY	OBSERVANCE DATE	DAY OF WEEK
New Year's Day	January 1, 2008	Tuesday
Martin Luther King Jr. Day	January 21, 2008	Monday
Good Friday	March 21, 2008	Friday
Memorial Day	May 26, 2008	Monday
Independence Day	July 4, 2008	Friday
Labor Day	September 1, 2008	Monday
Veteran's Day	November 11, 2008	Tuesday
Thanksgiving	November 27, 2008 November 28, 2008	Thursday Friday
Christmas	December 24, 2008 December 25, 2008 December 26, 2008	Wednesday Thursday Friday