

Reopening Procedure

Stage 3: Limited Public Service Restored as Health Emergency Continues to Ease.

PEOPLE

- Ensure staff is trained in all aspects of social distancing protocol.
- Ensure staff has the resources and support to deal with patrons that have experienced trauma.
- Ensure patrons with special needs are accommodated safely.
- Post clear signage about washing hands and using hand sanitizer.
- Continue restriction of volunteers, interns, and other non-library personnel.
- Continue to monitor CDC and other entities for updated guidelines.
- Consider providing PPE including masks for patrons who may not have access to these items.
- Continue and increase online programming.

SPACE:

- Buildings gradually open to public within the Governor's and local government's directives:
- Implement social distancing protocol:
- limit number of people in buildings to five people by appointment only
- limit seating for the public, and
- provision of adequate public area sanitation supplies throughout the library.
- Clear signage with social distancing protocol or preferably adopted social distancing policies.
- Provide at least six feet of distance all the way around between your computer terminals; seating areas:
- Directional signs, floor tape indicating safe distances.
- Take computers and any excess furniture out of public space that are too close together and reconfigure space where able with temporary tables using your Wi-Fi service and a plug.
- Installation of plexiglass shields at public service desks and counters.

PLATFORM:

- Wireless available throughout building
- Reference, holds, and interlibrary loan restored.
- Books continue to be quarantined upon return to the library for three days until restrictions are lifted and the Covid-19 disease is considered resolved.

STRATEGIES: Develop a comprehensive public safety information plan and broadcast widely via social media, signs, announcements to ensure that patrons fully understand social distancing protocol within the library, expectations and any new policies.