



Library Reopening Plan

Stage 1: (Corresponds to Governor's Phase 1) Staff will begin to work in the building in teams of 2. Staff will work a set schedule and be required to maintain social distancing guidelines and the use of PPE. Staff will answer email providing limited reference, handling mail, processing materials, inventory, and other position specific tasks. Book drops will remain closed. WiFi and digital resources will continue to be available to patrons. Virtual programming will be available.

Stage 2: (Corresponds to Governor's Phase 2) Staff will continue to work in the building in teams of two with a set work schedule. Book drops will open on a limited schedule. Staff process materials back into the catalog. All materials coming in from both book drops will be quarantined for 72 hours, then cleaned and returned to circulation. Limited curbside service will be offered to patrons. Concierge service will be offered to patrons for pickup via curbside service only. Patrons must place holds online or call the library. Staff will continue to practice social distancing and use of PPE. No in building services will be available. WiFi and digital resources will continue to be available to patrons. Virtual programming will be available.

Stage 3: (Corresponds to Governor's Phase 3) Library will open to the public with extra precautions and limited hours. Furniture will be removed. The library will be open to quick browsing and limited computer use. All staff will be required to maintain social distancing guidelines and use of PPE. WiFi and digital resources will continue to be available to patrons. Virtual programming will be available.

Stage 4: (Corresponds to Governor's Phase 4) Furniture will return to the building. Computer times will be extended. Library operation hours are still limited but will increase. WiFi and digital resources will continue to be available to patrons. Virtual programming will be available.

Stage 5: (Corresponds to Governor's Phase 4) Library will open, business as usual. All library services for the general public are provided as normal and as scheduled.