

Actions taken to meet the Governor's sector guidelines for libraries

- Instituted daily health checks for all staff members and provided appropriate PPE (masks) required while at work.
- Created and approved new policies and procedures to ensure the health and safety of library users and staff members.
- Increased cleaning & disinfecting protocols.
- Posted required signage, including social distancing markers.
- Limited in-person services – continuing to offer programming online.
- Installed physical barriers/plexiglass at all desks.
- Created a one-way traffic flow throughout the building, including entrance, exit, and all aisles.
- Blocked off public computer stations to ensure 6 ft between all computer users and created a plan to ensure that computers are wiped or sprayed with disinfectant after each use.
- Blocked off all water fountains.
- Removed all non-essential amenities, including toys, play areas, and shared food/drink areas
- Provided hand sanitizer stations near our entrance, exit, and in the Take Out/hold pick up area.
- Made disinfectant wipes available near commonly used surfaces (NOTE: these products must be on the EPA's List N-Disinfectants for Coronavirus are extremely hard to find, therefore shared surfaces have been minimized).
- Shared equipment is being limited as much as possible and all printing/copying fees are being waived at this time.
- Returned items are currently accepted in the outdoor book drop only and quarantined for 72-96 hours in accordance with current REALM research study findings.

NOTES:

- Per the Gov's guidelines bathrooms must be cleaned multiple times a day and hourly during busy times. This is not possible within our current budget, so bathrooms are closed to the public at this time.
- The Governor's guidelines state "Libraries should take these rules as the minimum baseline of precautions needed to protect public health in Connecticut."
- Phase 3 raises the capacity, but does not alter any of the sector guidelines.

Scranton Library re-opening timeline

July 8 – Receive Certificate of Occupancy.

July 13 – Begin hold pick up “Take Out & Delivery” service.

July & August – 308 members of the public take self-guided tours offered on 8 separate occasions.

September 16 – Daily library access provided by appointment Mon – Sat.

November 2 – *No appointments necessary for browsing, check-out, computer and study room use from Monday – Friday. Weekly hours expanded. Computer appointments only on Saturday mornings.*

January 2021 – *Hours and services expanded.*

Throughout 2021 – *Hours and in-person services will continue to be expanded as soon as (safely) possible and as allowed by all local and state guidelines.*

What are other libraries doing?

As of 10/12/2020 out of 191 public libraries in CT:

- 25% are open by appointment.
- 63% are open with reduced hours - the rest are either completely closed, offering pick up only, or pick up and computer use only.
- 20% of libraries have no seating.
- 68% offer reduced seating (in our 30+ library consortium the most offered is 9 chairs, cleaned by custodians after each use).
- 20% of libraries have kept their Children’s Rooms closed.
- 8% have “closed stacks” meaning that library users cannot pick out their own books.
- 0 were undergoing a major expansion/renovation at the time of the pandemic. Two were undergoing small partial renovations, one being the Blackstone library in Branford, which reopened the same week we did, by appointment only.
- *The reasons for the disparity are generally physical/building limitations and/or staffing and budget restrictions.*