

Watertown Regional Library Phased Reopening Plan

The single most important factor in this plan is to protect the health and safety of library staff and patrons. Due to the nature of the pandemic, this plan is subject to change.

The novel coronavirus disease (COVID-19) pandemic has had an unprecedented impact on the library and the community that we serve. While many of our staff and patrons are anxious for the library to reopen, we will take a measured and fact-based approach towards reopening that leans heavily on the advice of healthcare professionals. This plan details four reopening phases that are dependent on three primary factors:

- Recommendations from local and national health agencies and experts
- Local, State and Federal social distancing protocols and guidelines
- Critical community needs

Level 1: No public access to library buildings - Limited services

Criteria:

- The governor and/or local, regional, state, or federal health officials recommend strong social distancing.
- Gatherings are limited to fewer than ten people when 6 feet social distance is not possible.
- The healthcare system has the capacity to withstand an outbreak.
- The library has access to the necessary materials to administer some essential services.
- The library has access to enough staffing to run said services.

Available services:

- Staff assistance by phone, email or social media Monday – Friday 9:30am-6:00pm
- eBooks, downloadable audiobooks, databases, and other online resources at watlib.org.
- Wi-fi access to the internet from the library parking lot.
- Curbside service pickup outside of the building.
- Book drop available for all library returns.
- Virtual programming.
- Selection of materials for Special Services and Daycare Delivery Service patrons through curbside pickup.
- Library Board meetings are being held with a combination of in-person and electronic methods. Public participation is encouraged (but not required) to take place via video or audio conference.

Level 2: Reopening: Limited access to library - Reopening with social distancing requirements

Criteria:

1. Social distancing recommendations by the governor and/or local, regional, state, or federal health officials remain in place. Gathering sizes may be limited.
2. Community members have access to efficient testing and public health officials are able to trace COVID 19 contacts.
3. The healthcare system has the capacity to withstand a moderate outbreak.
4. The library has access to the necessary supplies to administer services.
5. The library has access to enough staffing to run said services.

Available services:

- Staff assistance by phone, email or social media Monday – Friday 9:30am-6:00pm
- eBooks, downloadable audiobooks, databases, and other resources at watlib.org.
- Patrons experiencing symptoms are asked to utilize online resources.
- Computer access limited to six stations due to social distancing. Wi-fi access to the internet from the library parking lot.
- Curbside service pickup outside of the building. Book drop available for all library returns.
- Per CDC guidelines, wearing masks will be required for all patrons and staff in public areas.
- Six feet will be indicated around public service desks.
- Toys and games will not be available for public use and seating will be limited.
- Seating will be taped off, removed from the floor and/or distanced by six feet.
- No in-house programming is offered to the public.
- No meeting room use.
- Children under 12 years of age will not be allowed in the library without adult supervision.
- No water fountain usage or use of library phones by the public.
- Modified delivery service for Special Services and/or Daycare Delivery Service upon request.
- Library Board meetings are being held with a combination of in-person and electronic methods. Public participation is encouraged (but not required) to take place via video or audio conference.

Level 3: Reopening: Full-scale reopening

Criteria:

1. The governor and/or local, regional, state, or federal health officials have canceled social distancing and gathering recommendations.
2. There is a downward trajectory of documented cases in Codington and surrounding counties within a 28-day period.
3. The healthcare system has the capacity to withstand a moderate outbreak.
4. Community members have access to efficient testing and public health officials are able to trace COVID 19 contacts.
5. The library has access to the necessary supplies to maintain high hygiene standards.
6. The library has access to enough staffing to run all of its core operations.

Services:

- A resumption of all core services and facilities with a continued emphasis on hygiene.
- Masks are no longer required.
- Patrons experiencing symptoms are asked to utilize online resources.
- Meeting rooms will be available.
- Restrooms, water fountains, and library furnishings will be available to the public.

Level 4: Response to resurgence of virus

Criteria:

1. The governor and/or local, regional, state, or federal health officials release an order mandating social distancing or a stay at home order.
2. There is a sustained increase in community spread for five days.
3. Effective testing is not available within the community.
4. The library is unable to maintain the hygiene or staffing necessary to safely operate.

Services:

- Services would depend on the restrictions inherent to any recommendation.
- The Library could return to Level 1 or 2 or revert to a full-scale closure as appropriate.