

FAIRFIELD PUBLIC LIBRARY PANDEMIC PLAN  
REVISION APRIL 12, 2021

As a return to post-Covid normalcy is not feasible in the near future, the Library Board feels it is necessary to move forward with reopening to patron usage. The following precautions will be taken to assure employee and patron health safety.

OPEN PHASE

1. Employee education will be done by Public Health concerning any current risks associated with reopening.
2. Appointments are no longer required.
3. The library is open to patron usage up to the State Fire Marshall's permitted occupant capacity (40 people, including staff and children).
4. Curbside delivery services continue to be offered.
5. Masks are required. Curbside delivery service will be offered to anyone refusing to wear a mask.
6. Hand sanitation is provided at the door.
7. Social distancing is maintained to the best of the staff's ability. Patron responsibility is required as well.
8. Materials returned to the library are quarantined for 2 days before routing back into circulation.
9. Frequent sanitizing of high use surfaces is done during the day. The cleaning crew continues to sanitize each evening. Signage is posted directing patrons to the front desk for supplies, if they wish to disinfect a surface prior to use.
10. Upholstered chairs are removed from the lounge areas. Table seating has been revised to accommodate social distancing.

11. The computers and print release station that were temporarily located in the meeting room are now back in the library's main public area, with social distancing between units.
12. Study rooms are open for use by 1-2 people at a time, with disinfectant supplies available at the front desk.
13. The meeting room is available for in-house meetings, or for "hybrid" meetings that allow patrons to choose in-person or Zoom attendance. The usual room maintenance fee applies for events not sponsored by the library. Masks are required in the meeting room, and social distancing is encouraged.
14. Follow up of necessary precautions will be on the Library Board's monthly meeting agenda for the foreseeable future. The Reopening Committee will reconvene if requested by the Board or Director.

### CLOSED PHASE

In the event of a backslide with the pandemic, the library will close to patrons and revert to curbside delivery services. Other services (such as library-sponsored virtual programs) will be provided by library staff as in the previous pandemic plan.

The library will close its doors to the public when other City buildings close to the public.