

South Brunswick Public Library Pandemic Policy

(Adopted by the Board of Trustees May 21, 2020)

***Purpose:** To establish a protocol to be used in the event of a pandemic. If there is a pandemic, the library may be required to temporarily close to the public or operate with limited staff and services.*

The Library will follow all local, state and federal mandates in order to protect the health and safety of its staff and the public.

In providing service safely and efficiently, the following actions may be taken at the discretion of the Library Director or designee.

1. Increased health and safety measures for the public and staff that meets at least the minimum standard required by local and state mandates.
2. Social distancing practices (6 feet of separation) in public places.
3. Restricted access to certain areas of the library (e.g. closing rooms or unmonitored areas for safety).
4. Cancellation of all in person programs, special events, meeting room reservations.
5. Reduction of library's operating hours.
6. Reduced access to library material. Material may be quarantined upon return for 72 hours.
7. Reduced access to computer terminals to provide for social distancing and potential time limitations for computer use.
8. Limited seating and restricted table use.
9. Limited face to face staff assistance.
10. Extension of library due dates and library card expiration date during closure.
11. Free wifi access outside our building in library parking lot to allow the public to access internet safely when building is closed or access is limited.
12. Library closure if mandated by federal, state or local mandate.

When advised by local, state and/or federal health authorities that the pandemic is no longer a threat, the Library Director will meet with the Library Board of Trustees to approve the date of return to normal services