



Pandemic Response Plan Revised November 15, 2021

While a return to full pre-COVID normalcy is not yet advisable, the Fairfield Public Library Board has opened the facility for public use. The following precautions are in place to assure safety. Trustees revisit the terms of the plan on the third Monday of each month (except December) in a meeting that is open to the public. Those who wish to address the Board should request a place on the agenda by contacting the Board President, Secretary, or Library Director no later than the prior Wednesday.

OPEN PHASE

1. The Center for Disease Control website www.cdc.gov is the point of reference for employees and board members regarding any current risks associated with being open to the public.
2. Masks are required for ages three and older inside the building (meeting room included) regardless of vaccination status. While supplies last, local donors have provided free KN95 masks with multiple layers, providing more protection than single-layer cloth masks.
3. Curbside delivery services continue, as well as remote printing.
4. Free hand sanitation is provided at the door.
5. Social distance is maintained to the best of staff ability. Patrons' social distancing efforts are appreciated, as well.
6. In-person children's storytime events are offered outdoors and in the community.
7. High use surfaces and computer keyboards/mice are sanitized during business hours. The cleaning crew sanitizes surfaces and restrooms each evening. Signage directs patrons to the front desk for supplies if they wish to disinfect a surface prior to use.

8. Upholstered chairs are removed from lounge areas, replaced by wooden chairs that can be wiped down daily. Table seating is modified to encourage social distancing.
9. Computers and print release stations are arranged for social distancing.
10. Study rooms are available on a first-come, first served basis for use by one or two people at a time. Disinfectant supplies are available at the front desk.
11. The meeting room is available for socially distanced in-person meetings, or for hybrid meetings that allow attendees to choose between Zoom or in-person participation. Usual room maintenance fees apply for non-sponsored events.

CLOSED PHASE

In the event that the CDC recommends public closings due to a significant increase in COVID cases, the library will close. However, staff will continue to provide programs via Zoom and offer a wide range of curbside delivery services. Patrons are encouraged to call 641-472-6551 ext. 2 for details.