

BARABOO PUBLIC LIBRARY	TITLE: COVID-19 Policy	
TARGET AUDIENCE: • Library Users	POLICY LOCATION: • Library Website • Library Director’s Office	SEE ALSO: Conduct Policy
DATE APPROVED BY LIBRARY BOARD: 2-16-2021	DATE AMENDED BY LIBRARY BOARD:	DATE REVOKED BY LIBRARY BOARD:

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I. Purpose

- (A) To safely operate the Baraboo Public Library and serve our community during the COVID-19 pandemic.

II. Guidelines

- (A) Library staff are required to wear face coverings (mouth and nose), and everyone entering the building (over 2 years of age) will also be required to wear face coverings covering the mouth and nose. We will provide face covers for those who have forgotten theirs. **Failure to wear a face covering (over the mouth and nose) will be considered a violation of our Conduct Policy and will result in you being excluded from use of the library building. Recognizing that wearing face coverings may not be possible in every situation or for some people, the library will make reasonable accommodations for those requesting them (such as curbside service or telephone service). These accommodations DO NOT include admittance to the facility.**
- (B) Library staff will take steps to safeguard our patrons and staff, including shielding at service desks, regular cleaning of “touch points”, multiple sanitizer stations and quarantining of returned materials.
- (C) Library staff and library building visitors are required to maintain CDC recommended social distancing. **Failure to maintain physical distance will be considered a Conduct Policy violation, which prohibits any behavior that is disruptive or which hinders use of the Library.**
- (D) We encourage use of our self-checkout machines for contactless service. Computers are available in a physically distanced setting, but staff assistance may be limited due to social distancing. Minimal seating will be offered in the building to discourage lingering. The meeting room is not available for public use, and no indoor programs are scheduled.

III. Policy Expiration

- (A) This policy shall remain in place until revoked by the Library Board, or superseded by another similar policy.