

Red Jacket Community Library

POLICY # 400-12

EFFECTIVE DATE: November 2009

Operations

Community Health

STATEMENT: In an effort to ensure that the Red Jacket Community Library provides continuing services in a safe and healthy environment, the Library Board of Trustees supports the following principles of operation:

PURPOSE: The purpose of this policy is to provide guidelines for the continued library services in a safe and healthy environment.

POLICY:

1. Staff and patrons are encouraged to stay home if they are sick, particularly with a fever that indicates a more serious illness.
2. Library staff members will make every effort to provide services to patrons who are homebound due to illness through telephone communication, online communication and third-party pick up of materials, etc.
3. Staff and patrons are encouraged to practice good hygiene to prevent the spread of infection.
4. The library will provide adequate supplies for the staff and public to maintain the maximum level of cleanliness within the facility.
5. The decision to limit library programming, depending on the level of illness in the community, will be made by the director or his/her representative and library board president or his/her representative.
6. Based on the level of staffing available, the decision to decrease the hours that the library is open or to close the library entirely will be made by the director or his/her representative and library board president or his/her representative.
7. Recommendations by the Health Department and other appropriate government agencies are to be considered in all decisions regarding the status of library services.

Adopted at the 11/02/2009 Red Jacket Community Library Board Meeting.