

Chariton Public Library Pandemic Policy

November 12, 2020

Amended June 4, 2021

1. Policy Statement. The Chariton Public Library provides library services to the community and to Lucas County in a welcoming, friendly environment. This does not change just because our nation, our state, and our community are suffering through the attack of a highly contagious virus – COVID-19.

The Library Board finds that COVID-19 poses a significant threat to the way the Chariton Public Library performs its mission of serving the community. Reported statistics concerning the rate of infection on any given day have little relevance. The statistics change day by day and recently they have been increasing each day. We are a mobile society. Although Lucas County's rate of infection may be lower than the state as a whole, or other counties, we do not have an impenetrable wall around Chariton or Lucas County to prevent the virus from intruding.

We are a valuable component of municipal government. However, according to Iowa Law, the Library Board of Trustees has the authority to direct and control all affairs of the Library, as well as to have charge and supervision of the Library and to make bylaws, rules and regulations for the care, use, government and management of the Library. Iowa Code § 336.8

Accordingly, solely for public health reasons, the Chariton Library Board of Trustees adopts the following policy. This policy conforms to Center for Disease Control (CDC) guidelines.*

2. Applicability. This policy applies to all Chariton Public Library Staff, Library Volunteers, Patrons, Genealogical Society Members and Genealogy Volunteers present in the Library, and persons attending any Library functions, programs, or classes, and any persons in the premises.

This policy applies to Library Trustees and any persons attending a Board of Trustees meeting.

3. Protective Gear – Masks. All persons over the age of two within the Chariton Public Library premises are strongly encouraged to wear a Mask. The Library will provide a complimentary mask to persons without a mask upon request.

4. Social Distance. Social distance is defined within this policy as 6 feet. All patrons within the Library will maintain a social distance of at least six feet apart from other persons when possible.

A. Exception: Only one person at a time may be at a public computer, unless the person is seeking computer assistance. If you are unable to maintain a social distance, you may do so for only a maximum of ten minutes.

5. Persons displaying symptoms or possible symptoms.

A. If you have tested positive for COVID-19, or if someone in your household has tested positive, or if you have a temperature, cough or other symptoms of COVID-19, please do not come to the Library.

B. If you or someone in your household has tested positive for COVID-19 and you spent time in the Library prior to the diagnosis, please report this fact to the Library Director. The Library Director may report your exposure to Public Health for tracing.

6. Suspected or Confirmed COVID-19 Infections:

If it has been less than 7 days since the sick person has been in the facility, areas used for prolonged periods of time by the sick person will be closed at least 24 hours for sanitizing.

The Library Director shall:

- A.** Attempt to determine anyone that may have been exposed to the virus.
- B.** Inform employees and patrons of their possible exposure, but maintain confidentiality as required by privacy laws.
- C.** Inform Public Health and City Hall, but maintain confidentiality as required by privacy laws.
- D.** Direct employees to quarantine if necessary.
- E.** Inform the Library Board. The Board may call a special meeting.

7. Library Programs. Until further notice, the Library will not conduct any in-person Library programs. Programs may continue virtually. The Board may consider restarting in-person programs in the future provided they are conducted safely and in accordance with this policy, there are enough participants to justify the program, and the Library has staff to conduct it.

8. Cleaning and Sanitizing. The Library will sanitize the premises regularly, including tables, chairs, computers and accessories, and collection items after use. The Library will provide hand sanitizing solution for the public. The Library will follow Center for Disease Control (CDC) guidelines.*

*** Center for Disease Control Press Release July 14, 2020, page 2:**

In an editorial published today in the Journal of the American Medical Association (JAMA), CDC reviewed the latest science and affirms that cloth face coverings are a critical tool in the fight against COVID-19 that could reduce the spread of the disease, particularly when used universally within communities.