

COVID-19 POLICIES, UPDATED 9/30/2020

I.Guidelines for all services will be shared with the public through all regular communication channels, and posted at library entrances.

II.Changes to Patron Code of Conduct

To continue serving our patrons while placing the health and safety of our community at the forefront, the following temporary policies will be enacted:

Patrons must follow library procedures for curbside service, transactional-service only, or any other service model offered during the phased-in reopening plan. Services may be temporarily limited or unavailable in alignment with safety recommendations, including, but not limited to, public bathrooms, public computers, and common seating areas. Guidelines for all services will be shared with the public through all regular communication channels.

Physical distancing will be practiced in the library building as well as outdoors on library property. Physical distancing is keeping 6 feet between persons, whenever possible. When it is not possible to social distance, a facemask is to be worn. In the event someone is unable to wear a mask, curbside service will be the only available option to check out materials

Staff at the Voorheesville Public Library have the authority to enforce these measures like any other of the Library's Rules. Concerns about this policy should be directed to the library Director or Assistant Director.

III. Safety Practices

Staff are trained daily on safety and cleaning protocols. The building is cleaned every day prior to opening to staff and visitors. All materials available for circulation have been quarantined for a minimum of 96 hours. Official health recommendations for employee wellness screening will be followed with zero tolerance for sick workers reporting to work. All employees will continue to practice healthy hand hygiene. Hand sanitizers will remain accessible in all common areas to encourage hand hygiene among staff and visitors. Barriers may be placed in areas to ensure physical distancing.

IV. Staff Quarantine Protocol

If an employee has been exposed to COVID-19 or suspects an infection, that employee must stay home from work. The library Director or Assistant Director must be made aware of the situation. The employee must seek a medical diagnosis, and request medical documentation for the Library. The library Director or Assistant Director will contact the Albany County Department of Health for further guidance.

In order to return to work, the employee must communicate COVID-19 testing results to the library Director or Assistant Director before returning to work (negative test or 14-day quarantine from the date of exposure). Approval to return to work will be based on the information provided. Sick, those seeking a diagnosis, or exposed staff qualify for FFCRA – Emergency Sick Pay while this benefit is active.