

Temporary Safety Practices Policy

Addendum to Valley Cottage Library Patron Code of Conduct

Valley Cottage Library is committed to serving its community during good times and hard times. The year 2020 has brought unprecedented challenges to our nation, state, and area of service. To continue serving our patrons during this difficult time while placing the health and safety of our community at the forefront, the Library Board of Trustees has adopted this Temporary Safety Practices Policy as an addendum to our existing Patron Rules of Conduct.

Valley Cottage Library staff members have the authority to enforce these measures like any other of the Library's rules. Concerns about this policy should be sent to the Library Director.

Thank you for honoring these measures, which are designed to keep our community safe, while allowing access to the library.

Scope of Temporary Safety Measures

Valley Cottage Library operates per relevant law and Executive Orders, including those pertaining to mandatory workforce reductions, patron occupancy and the wearing of masks in public places. Therefore, the temporary practices in this Policy may be further modified as needed to conform to relevant Orders.

Safety Practices

Until the Board of Trustees votes to revoke this temporary policy, the library will require all people on the premises to abide by the following safety practices:

1. All persons regardless of vaccination status must wear a face mask which covers the mouth and nose
2. All non-vaccinated persons must maintain a minimum of 6' social distancing on library property
3. Patrons should only approach public service desks when directed to come forward
4. No persons should enter the building if they have a fever or symptoms of a respiratory illness such as coughing, sore throat or shortness of breath; have tested positive for Covid-19 in the past 14 days or had contact with a person known or suspected to have Covid-19 within the last 14 days

Activities

Until the Board of Trustees votes to revoke this temporary policy, the following services, activities and building areas may be restricted or limited to varying degrees:

1. Patron admittance to the building
2. Hours of operation
3. Building occupancy
4. Public computer use
5. Access to book stacks and collections
6. Availability of meeting rooms, quiet study rooms, program rooms and gallery by non-library groups
7. Public Seating
8. Notary Public, Faxing and Photocopying
9. Restrooms

Consequences

Any person who fails to follow Safety Practices 1-4 above while on the premises will be given one warning at the discretion of Library staff. Instead of being given a second warning, the patron will be asked to leave the premises for the day. Failure to comply with staff requests may result in law enforcement intervention.

Any person who fails to adhere to the restrictions in Activities 1-9 above will be asked to leave the premises for the day. Failure to comply with staff requests may result in law enforcement intervention. Subsequent failures on the part of the patron may result in the loss of Library privileges for a period of up to one year.

ADA Compliance

Section 36.208(a) of the 2010 ADA Regulations implements section 302(b)(3) of the Act by providing that this part does not require a public accommodation to permit an individual to participate in or benefit from the goods, services, facilities, privileges, advantages and accommodations of the public accommodation, if that individual poses a direct threat to the health or safety of others. Paragraph (b) of this section explains that a “direct threat” is a significant risk to the health or safety of others that cannot be eliminated by a modification of policies, practices, or procedures, or by the provision of auxiliary aids and services.

In the event any safety requirement is not practicable on the basis of a disability, please contact the library director to explore a reasonable accommodation, such as curbside delivery of materials.

Communication

To aid the community in honoring these requirements, the Library will transmit this policy through social media, and use a variety of health authority-approved, age-appropriate, multi-lingual and visual means to transmit this message in a manner consistent with our mission and our identity as a welcoming and accessible resource to the community.

Code of Conduct

Adherence to these practices shall be enforced as a requirement of the Library’s Code of Conduct until such time as this temporary policy is revoked.

Adopted by the Board of Trustees July 15, 2020