



Pandemic Containment Measures

As we deal with the outbreak of COVID-19, Womelsdorf Community Library will abide by these measures every day until we are no longer at high risk for exposure:

- All toys that cannot be easily wiped down will be stored out of public access.
- Hand sanitizer will be readily available throughout the library.
- We will be suspending ILL services from outside the county, effective 3/13/2020. This will ensure the library staff does not have to handle items from affected areas.
- Bathroom will be checked frequently throughout the day to ensure soap is available.
- We will wipe down all metal and plastic surfaces, handles, and regularly touched items with sanitizing wipes at least three times daily, more as needed with exposure to patrons who are or seem ill. After wiping down surfaces, staff will initial a chart with the date and time to show this has been done.
- Any worker who does not feel well should remain home for the CDC and WHO recommended 14 days, unless tests for COVID-19 prove negative.

In The Event The Virus Reaches Berks County, PA

- We are closely following the Berks Department of Emergency Services' COVID-19 Information page, as well as receiving regular updates from the Berks County Library System with recommendations. We will be following their recommendations closely.
- Staff will have disposable gloves made available to handle incoming items.
- Incoming items will be fully isolated for 24 hours as per CDC recommendations for COVID-19 contamination handling.
- Isolation of newspapers for 24-48 hours before handling.
- In the event of a severe outbreak in Berks County, PA, the board will be asked to convene for a remote meeting to discuss possible restriction or suspension of services at Womelsdorf Community Library.

Restriction of Services may include:

- Encouraging drop off materials in drop box if no new materials are needed.
- Call ahead or use computer to reserve items, allowing library staff to have the materials ready, minimizing time in library.
- Cancellation of all programming.
- Restricting library use to borrowing of materials, with exceptions predetermined by staff. This will allow use of computers with space barriers between patrons.
- Removal of all 'freebies', such as lollipops, newsletters, bookmarks, or hand-out items.

Staffing

- Library staff hours will be evaluated to reflect available work. All efforts will be made to keep employee hours. Possibility of Work From Home will be discussed.