

# BRIDGEPORT LIBRARY

## **Draft –Library Reopening Plan As of 4/6/21**

On March 4, 2021, Governor Ned Lamont announced that libraries will be allowed to open at full capacity starting March 19, 2021, along with certain other establishments, including retail shops, gyms, and houses of worship. Many variables in the COVID19 pandemic and state of emergency have changes over the past year, such as a steadily decreasing number of cases, and the availability of vaccinations that are now available for all adults and individuals over the age of sixteen. Bridgeport Public Library, however, like most other public libraries in the state, continues to opt for a measured approach to reopening in order to remain flexible as the overall public health climate stabilizes, regresses, or quickly progressed to a post-Covid19 scenario.

As with previous plans, revisions to the Library’s reopening plan is subject to revision as new medical information about Covid19 is known, and as local, state, and federal guidelines change. Bridgeport Public Library follows all COVID19 municipal and state guidelines. Masks continue to be worn and social distancing are required at all Bridgeport Public Library locations for staff and the public. Touchless temperature units, hand sanitizing stations, masks, and other PPE and disinfecting supplies are on hand at all locations.

City of Bridgeport COVID19 Workplace Regulations:

[https://www.bridgeportct.gov/filestorage/341307/341411/341405/FAQ\\_COVID\\_City\\_Guide\\_Sept\\_4\\_2020\\_Final.pdf](https://www.bridgeportct.gov/filestorage/341307/341411/341405/FAQ_COVID_City_Guide_Sept_4_2020_Final.pdf)

Governor Lamont Announcement to ease COVID-19 restrictions as of March 19, 2021:

<https://portal.ct.gov/Office-of-the-Governor/News/Press-Releases/2021/03-2021/Governor-Lamont-Announces-Plans-To-Ease-Some-COVID-19-Restrictions-in-Connecticut>

Connecticut State Library Comprehensive Covid19 Page:

<https://libguides.ctstatelibrary.org/dld/COVID-19/>

OSJHA:

<https://www.osha.gov/Publications/OSHA3990.pdf>

Center for Disease Control (CDC)

<https://www.cdc.gov/coronavirus/2019-ncov/community/index.html>

Revisions to the Library's reopening plan for Stages 1 & 2:

Stage 1: February 16, 2020 – May 25, 2020.

- Library Closed except for essential staff: i.e. custodial, administration. All other staff telework.
- No library fines for overdue books charged.

Stage 2: May 26, 2020 – November 15, 2020:

- Library opens for staff with Team “A” and Team “B” schedules to alternate teleworking and working on site. (Exception for Maintenance staff who remain on site.)
- Daily Temperature Logs for staff and visitors maintained and kept on file at each location.
- Masks worn by all staff and visitors at all times.
- Social Distancing
- Quarantine books, mail and other incoming items for 72 hours - Institute of Museum and Library Services (IMLS) recommendation.
- Quick Pick-Up (contactless) Service is started at all available locations – Bridgeport residents only.
- Preparations for public opening underway: Ordering PPE, Signs, floor markings in place; Chairs put away (limited browsing, no seating in stage 3).
- Public computers with Social Distancing measures in place.
- Teleworking Reports, Weekly Departmental Reports submitted weekly to the City Office of the CAO.

Stage 3: November 16, 2020 – Present:

- November 16, 2020 – March 18, 2021: North, Black Rock, and East Side Branches open for limited computer reservations, photocopying and faxing services. Burroughs-Saden Library remains closed for renovations. Newfield Branch remains under construction.
- March 4, 2021: Governor Lamont lifts occupancy restrictions on all businesses and organizations (including libraries) across the state. Mask wearing, 6 ft. spacing and social distancing continues to be required.

- State rules for reopening (business sector):  
<https://portal.ct.gov/DECD/Content/Coronavirus-Business-Recovery/Sector-Rules-for-Reopen>
- March 19, 2021 – April 6 2021: All staff return on site with the exception of immunocompromised staff (Medical verification required.)
- Supervisors must submit plans to submit to the City Librarian for social distancing at their locations, especially for staff that are not vaccinated.
- March 19: Slightly limited hours open to the public.
- Limited Browsing added to services for the public. Visits limited to 30 minutes for browsers. Up to one (1) hour for computer users. No seating available for browsers.
- Circulating collections – end “Bridgeport residents only; resume circulating to Bridgeport residents and out-of-town borrowers.
- Teleworking on a limited basis at discretion of City Librarian or her designee.
- Begin discussions with library partners discuss status of their plans to return to the library.
- Library fines resumes for late items.
- Review updated research - IMLS (Institute of Museum and Library Service) guidelines for quarantined items and revise as necessary).
- Continue messaging to the public with regards to library services, community engagement and COVID19 regulations.
- Resume Security Services at all locations.
- Children under 12 must be accompanied by an adult.
- Quick pick up services, online library and reference service continues.
- Virtual library programs continue.
- Some outdoor programs may be planned for the Summer Reading Program as social distancing can be maintained.

Stage 4: (TBD)

- Restoration of additional services, including but not limited to:
  - Resumption of some In-house programming and meeting room use.
  - Library partners return following guidelines for maintaining social distancing. This may involve a hybrid model of virtual services and a reduced client load in the library.

Stage 5: (TBD) Library opens to the public; business as usual, all services restored and operating as normal.