

**DOWNERS GROVE PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES
APRIL 22, 2020**

Agenda Item 8A

COVID-19 Response and Reopening Phasing Plan

Early in March, the Downers Grove Public Library began taking proactive measures to safeguard the health and safety of patrons and staff, based on the recommendations of national, state, and local health authorities. On March 12, large event programs were canceled through the end of March, based on a DuPage County Health Department recommendation.

On March 13, in consultation with the Village of Downers Grove, Downers Grove School Grade District 58, Community High School District 99, and the Downers Grove Park District, Downers Grove Library canceled all programs and closed the library to the public, starting March 14 until further notice, with an anticipated reopening date of April 6, following the local school districts' spring break. As of 9:00 p.m. on Friday, March 13, the library building has been closed to the public. Staff scrambled to figure out how to work from home. Virtual services ramped up including ebook and streaming services and support, online reference and readers advisory, card registration, and access to databases and learning tools.

On March 20, Illinois Governor J.B. Pritzker announced a statewide Shelter in Place order, effective March 21 through April 7. This order closed all schools and all non-essential businesses in Illinois, including public libraries. Since March 21, only personnel essential to minimum business operations (including cleaning, security, payroll and invoicing) are allowed in the library building. Deep cleaning of the facility was completed in April by Best Quality Cleaning. An extension of that Shelter in Place order was announced on March 31, through April 30.

The draft COVID-19 Response and Reopening Phasing Plan included in your packet will continue to evolve in response to the latest information available, recommendations of public health and library agencies, executive orders, and other legislation. As of Thursday, April 16, Governor Pritzker indicated that another extension, possibly with changes to the Shelter in Place restrictions, was likely, which would necessitate changes to the phasing plan.

To effectively implement this plan at the appropriate time, authorization for the Library Director to make temporary policy changes is needed. Changes would be made within the parameters of the plan and in consultation with the Board President. Pre-COVID-19 policies will be restored when Phase 6, New Normal, is reached, unless otherwise approved by the Board of Library Trustees.

Recommended Action: Authorize Library Director to make temporary policy changes in consultation with Board President and within parameters of COVID-19 Response and Reopening Phasing Plan as presented.