
SMRLD Quick Update

Tina Hubert <director@smrld.org>
To: staff <staff@smrld.org>, Board <board@smrld.org>

Tue, May 26, 2020 at 3:41 PM

Greetings!

I hope this quick update finds you and yours safe and well. We have some dates that we will be publicizing soon:

- Book drops will open on June 1st. This means people will be able to return their library materials after that date. Back when libraries began closing, the Illinois Heartland Library System extended all due dates to June 7. When materials are returned they will be quarantined a minimum of 72 hours before being wiped with disinfectant and returned through circulation.
- Curbside pick-up will begin at Johnson Road on June 8th. SMRLD cardholders will be able to request SMRLD items via the online catalog or over the phone and then arrange to pick those items up at Johnson Road. Delivery between IHLS libraries is not yet occurring.
- We are discussing when any type of in-person service might be able to happen. Right now, it is likely that the Delmar Avenue building might possibly open in July. We still have some work to do before that can happen.
- We are also discussing the possibility of being able to offer some limited by-appointment-only services, perhaps before July. Such services might include passports, license sticker renewals, taxes, voter registration, tech help, etc. Again, I want to emphasize we are only in the discussion stage for this idea.
- A Request for Proposal was sent out last week for financial services regarding the Helen R. Kuentler Endowment Fund. The Trust attorney contacted me to say the Illinois Department of Revenue accepted the tax return quicker than anticipated so they intend to disburse the bequest soon. RFPs are due to me no later than June 8th.
- Staff are working at both locations. Collections are being inventoried. Materials are being shifted in the adult department at Delmar Avenue to be able to accommodate proper distancing. Baseboard is being installed in youth services and materials are being reshelved. New materials are being delivered and processed through the materials department.
- We are investigating the most cost-effective and prudent way forward to protect staff with barriers in order to fully return to work.
- The Friends of the Library canceled their annual book sale. We will NOT be accepting donations anytime soon.

Please let me know if you have any questions.

With best regards,
Tina



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