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| **VPL** |  | Villisca public library**204 South 3rd Avenue, Villisca, IA 50864** **712.826.2452 |  villisca.lib.ia.us |** |

**Phase 3 (June 2-August 31st )**

* Library open to the public with still closing 1 hour early Tuesday-Saturday with extra precautions in place:
	+ Most library services are available with social distancing practices in place.
	+ Limited number of patrons in library at one time (12 patrons maximum)
	+ Restrooms and drinking fountain are unavailable to the public.
	+ Hand sanitizer and disinfectant wipes will be available in several locations within the library.
	+ Library patrons will be *strongly encouraged* to wear face masks. Staff will wear face masks when assisting patrons one-on-one.
	+ Library staff may wear gloves while handling returned library materials.
	+ Physical distancing is still recommended, but infection risks are still a cause for concern.
* High Risk patrons are encouraged to continue use of curbside pick-up or home delivery.
* General public is discouraged from using the library as a gathering place at this time. No Keurig beverages are available.
* Limited seating available.
* Wednesdays and Fridays by appointment only from 5-6 for those that work and can’t make it before 5. This will allow staff to sanitize daily.
* Saturday hours will be 9-noon to allow time for cleaning.
* Computer time will be limited to 1 hour. Changes may be made at the discretion of the library staff with time in between to sanitize.
* Due to social distancing, only 4 public computers will be available at one time. **NO** headphones will be available for checkout.
* Conference room will not be available to public.
* Summer Reading Program will be mix of virtual programs with “Grab ‘n Go” activities available curbside. No in-person programs at this time.
* There *may* be an online book club discussion.

**Summary:** Some seating is re-introduced but configured to allow for physical distance. Computers are accessible at socially distant intervals. Staff is available on the service desk, but only one staff member per desk. IAShares delivery may be reintroduced.

Martha Herzberg, Director

Villisca Public Library

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