FOR IMMEDIATE RELEASE

June 4, 2020

Willoughby-Eastlake Public Library Reopening Plan

EASTLAKE, OH: Taking into account the guidance from public health authorities, such as the Ohio Department of Health and the Lake County General Health District, the Board of the Willoughby-Eastlake Public Library has approved the reopening of WEPL’s four libraries to the public on a limited basis starting the week of June 8th.

In order to protect the health and safety of both patrons and staff, the library is instituting procedures and requirements based on public health best practices. Library staff will comply with the procedures and will be enforcing the rules as patrons begin to reenter the libraries.

Hours of Public Operation

Monday -- Thursday
Seniors/Vulnerable Populations: 11:00 am to 11:45 am
General Population: 12:00 Noon to 6:45 pm

Friday -- Saturday
Seniors/Vulnerable Populations: 11:00 am to 11:45 am
General Population: 12:00 Noon to 4:45 pm

Numbers of Patrons

Each library will limit the number of patrons based on the size and staffing of each building. At the top of each hour of public operation, library staff will admit patrons up to the number allowed in each building. Patrons will be able to browse materials and use the available public computers on a “first-come, first-served” basis.

At the 40-minute mark of each hour, patrons will exit the building in order for staff to clean the high-touch public surfaces in advance of the next hourly cohort of patrons.

Available Services

1. Browsing the collection
2. Public computers, including copying/printing
3. Faxing/scanning (done by library staff)
4. Charging out materials
5. Curbside pick-up of requested materials
6. Notary services by appointment
7. 4 public computers at the Willowick Library computer lab may be reserved in advance for a specific day and time by calling 440-943-4151 and choosing Option 2. Reserved computers will still be limited to 40-minute times.

Public Health Procedures

1. All patrons will be requested to wear face masks.
2. No children under age 14 without an accompanying adult 18 years or older.
3. No food or drink may be brought in by patrons.
4. Patrons will be asked to observe 6-foot social distancing requirements.
5. The meeting rooms and study rooms are closed to use.
6. No videogaming will be permitted.
7. All returns must be made using the book drops located outside each Library.

Any patrons who do not comply with the patron guidelines will be asked to leave the library immediately.

For additional information on library services, hours and resources, please visit www.WE247.org.

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