

The East Longmeadow Public Library has established the following policy in the event of an infectious disease public health emergency. During the infectious disease public health emergency, the library will strive to minimize impact on access to resources and services while simultaneously providing a safe facility in cooperation with public health authorities.

BUILDING AND SERVICES:

1. The East Longmeadow Public Library building may reduce operating hours or close due to a public health emergency or any other condition that exists which prevents the Library from operating safely and effectively when mandated by public health or government officials at the local, county, state or federal level. The Library will likely reopen in stages in accordance with the mandates set forth by public health or government officials at the local, county, state or federal level.
2. At the discretion of the Library Director or Town Manager, the library may reduce or limit services for an indefinite period of time. This may include cancelling the library's public programs, special events and meeting room reservations. The exterior book drop may remain open.
3. Library Staff will post information about reduced hours or closure, status of the book drop, and any changes or reductions in services on the Library and Town of East Longmeadow websites, on news and social media sites and on the exterior library doors.

STAFFING:

1. In the event the library building is closed, the Library will follow the Town of East Longmeadow's Continuity of Operations Plan.
2. Staff will be provided with safety items as directed by public health or government officials at the local, county, state or federal level.
3. If Library Staff contract the infectious disease, then the Library will follow public health emergency protocols.

The Public Health Emergency Policy is subject to review and amendment by the Board of Library Trustees.

Adopted by the Board of Library Trustees, September, 2020.

Amended by the Board of Library Trustees, February, 2024.

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