Library Operations Phase Two

Begins June 15, 2020

**Hours:** Palm Coast - Monday through Friday 9 am – 6 pm and Saturday 9 am – 5 pm. Bunnell – Monday through Friday 9 am – 5pm

**Entering the Library** – all patrons must wear a face mask and have a temperature check upon entering. Use of hand sanitizer will be strongly recommended.

**Capacity:** Total allowed in Palm Coast during phase 2 = @50% = 250 – 30 (no meeting room use) = 220 and Total allowed in Bunnell during phase 2 = 50 @ 50% = 24

We continue to encourage patrons to quickly find what they need and enjoy their books or other items from the comfort of their own home.

**Services:**

Computer use will resume to normal at two hours per day per patron.

Interactive programs, games, puzzles, and use of our meeting room space (no more than 50 people) will resume at this time. Library staff will continue to make available via Facebook and YouTube online videos for story time, crafts and computer related instruction.

**Summer Reading Program** in-person events will resume as of July 2020.

**Wireless access** will continue to be available from the parking lot 24/7.

**Curb side service** will continue.

Use of virtual/online resources is highly encouraged.

**Passport service** will be available at Palm Coast no appointment needed except on Saturday and Bunnell is by appointment only.

**Interlibrary Loan** service will resume.

No donations at this time.

The Library **bookshop** will re-open at 50% capacity.

**Quiet reading room** will re-open at 50% capacity.

**Materials:**

**Returned items** – all items will be quarantined for 24 hours prior to check-in and shelving or redistribution.

**Fines** – we continue to be waived during phase two.

**Browsing** is at your own risk, use of gloves is highly recommended. We cannot be responsible for a patron that looks at an item and places it back in its spot on the shelf. “Browse with your eyes not with your hands”.

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