

Alexandria Library Phased Reopening Plan

State Phases for Businesses: completed or in-progress. City Phases for Businesses/Government: completed or in-progress. Alexandria Library Phases: completed or in-progress.

| State Phases for Businesses | Alexandria Phases for Businesses/ *City Government Guidelines | Alexandria Library Phases | Library Building Guidelines | Library Services |
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| <p>State of VA Businesses entered Phase 1 in Forward VA Plan: May 15</p> <p>Physical Distancing, Groups <10</p> | <p>Alexandria Businesses entered Phase 1: May 29</p> <p>**City Government Operations</p> <p>Operating Status: City government remains open, but there are many facility and service changes. All City facilities are now either closed to the public or open by appointment only, until further notice.”</p> <p>https://www.alexandriava.gov/Coronavirus</p> | <p>Library Phase 1</p> <p>Began June 1</p> | <p>End date given for Stay at Home Order</p> <p>Executive Order 55 announced thru June 10</p> <p>Staff only in the buildings</p> | <ul style="list-style-type: none"> • Staff returns to buildings to prepare holds and physical distancing, tentatively on <u>June 1.</u> • Curbside holds pick-up for backlog of holds begins, tentatively on <u>June 15.</u> • Online only payment of fines and fees for existing bills. • Amnesty Period begins on June 15. • 72-hour quarantine of returned items initiated. |
| <p>State of VA Businesses entered Phase 2: June 5</p> <p>Physical Distancing, Groups <50</p> | <p>Alexandria Businesses entered Phase 2: June 12</p> <p>**City Government Operations</p> <p>Operating Status: City government remains open, but there are many facility and service changes. All City facilities are now either closed to the public or open by appointment only, until further notice. Customers may call 311 or 703.746.4311 to request in-person information or service.”</p> <p>https://www.alexandriava.gov/Coronavirus</p> | <p>Library Phase 2</p> <p>Tentative July 2020</p> | <p>Staff only in the buildings</p> | <ul style="list-style-type: none"> • All of the above. • Begin accepting New Holds reservations, effective <u>June 18.</u> • Staff assisted material selection (SAMS) by telephone and email begins on <u>June 18.</u> • Start Curbside service for new holds on June 18. • Tax forms available for pickup. • Amnesty period continues. • Preparation of facility for reopening to the public begins. |
| <p>State of VA Businesses entered Phase 3: July 1</p> <p>Physical Distancing, Groups <250</p> <p>(Bar seating remains closed.)</p> | <p>Alexandria Businesses entered Phase 3: July 1 (Bar seating remains closed.)</p> <p>See “Alexandria Government Offices to Slowly Begin Reopening in July”</p> <p>https://www.alxnow.com/2020/06/26/alexandria-government-offices-to-slowly-begin-reopening-in-july/</p> | <p>Library Phase 3</p> <p>Tentative August 2020</p> | <p>Public Returns to Libraries: Limited to 25% Capacity</p> <p>Retrofit in place for Physical Distancing</p> | <ul style="list-style-type: none"> • All of the above. • Library reopens to the public on a reduced, staggered schedule. • Customers return at 25% building capacity, metered access and physical distancing. Staff included in the 25% capacity. Customers 10 and up will wear masks per State guidance. • Curbside and Staff assisted material selection (SAMS) hours reduced. • Restore homebound delivery. • Borrowing Interlibrary Loans resumes. • Computer usage, proctoring, notary by appointment and held walk-up slots. • Extended due dates end 2 weeks after reopening to the public. • Amnesty ends during this phase. |

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| | | Library Phase 4 Tentative September 2020 | Groups <100 Limited Public to 50% Library Capacity | <ul style="list-style-type: none"> • All of the above. • Customers, staff increase to 50% building capacity; metered access, physical distancing. • Curbside and SAMS hours further reduced, and reserved for continued vulnerable populations. • Passports services resume by appointment only, with State Department authorization. • Resume accepting book donations. • Volunteers may return on limited basis. |
| | | Library Phase 5 Tentative October 2020 | Return to “New Normal”, groups >250 | <ul style="list-style-type: none"> • Library may return to full capacity. • In-branch programming resumes and meeting rooms reopen. • Cash handling and book sales resume. • Outreach visits resume while curbside and SAMS hours may end. • Full complement of volunteers returns. |

Works Cited:

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