## **Woods Memorial Library**

19 Pleasant Street • Barre, MA • 01005 • 978-355-2533 https://www.barrelibrary.org/ • barrelibrary@gmail.com

May 23, 2020 update (changes are highlighted)

On May 18, 2020, Governor Baker and the MA Department of Public Health issued a Safer-at-Home Advisory and reopening guidelines for businesses and organizations. At this time, the library building will remain closed and, like other Town employees, library staff will continue to work from home.

The timing and process of reopening the building to library staff is still being determined in conjunction with the Board of Library Trustees and the Town of Barre, and will follow all MA and federal regulations. Once staff are able to return, we will require more time to prepare for offering limited public services in a manner that protects staff, patrons, and the broader community as much as possible. All procedures and policies developed by the Library Director and Board of Library Trustees will follow regulations and consider guidelines issued by relevant sources including the Town of Barre, Massachusetts, the Massachusetts Library System and Massachusetts Board of Library Commissioners (issued on May 22, 2020), and the C/W MARS library network.

We will continue to provide updates on our website, Facebook, and voicemail message.

Library staff will continue regularly checking the library's voicemail, email, and Facebook during hours we would normally be open. Staff will <u>not</u> be returning phone calls from their personal phones, so **please provide an email address for a faster response.** Please be patient if we do not respond immediately; we will contact you as soon as possible.

If you do not currently have a library card and wish to use our electronic resources, please provide us with your name, address, contact information, and year of birth, so that we can set up a library card for you to use while we are closed. If you wish to continue to use the library after we reopen—and we hope you will!—you will be able to make the card permanent by coming to the library with identification.

We have purchased a limited number of e-book and e-audio material on <u>OverDrive</u>. Also, the Children's Room continues to post programs on our FaceBook, Instagram, and website. Details about additional library resources and services offered will also be posted, along with other free events and resources.

C/W MARS turned on <u>OverDrive Instant Digital Card</u>; you do not need this if you already have a library card. You can also sign up for a <u>Boston Public Library ecard</u> to access their <u>online resources</u>. <u>Massachusetts Libraries created calendars of virtual events organized by MA library network, but events are available to all.</u>

In addition to using <u>OverDrive</u>, patrons may borrow e-content by downloading Libby, a free app available for download on Android and iOS devices. From there, you can borrow e-books, e-audiobooks, and e-magazines by signing in with your library card and PIN. Please contact the library if you need help or don't recall your PIN.

There will be no fines for overdue materials during the time of our closure, whether they are from our library or other C/W MARS libraries. C/W MARS has extended due dates to July 1, 2020, and waiting list expiry dates to November 1, 2020. Patron library cards expiring between February 16 and June 30, 2020, were also extended to July 1. Items already on the hold shelf will be available when we reopen.

We ask that patrons keep borrowed material at home until we reopen. The book return will remain locked. If items are left outside the library, patrons will be responsible for any damage or loss.

For any questions or concerns, or for assistance navigating online resources, please do not hesitate to reach out to the library. We are here to help you.

Please stay healthy and safe!

Woods Memorial Library Staff & Barre Board of Library Trustees