

## HENDRICK HUDSON FREE LIBRARY TEMPORARY SAFETY PRACTICES POLICY

The Hendrick Hudson Free Library is committed to serving its community during good times and bad. To continue serving our patrons during this difficult time, while placing the health and safety of our community at the forefront, the Library Board of Trustees has adopted the following Temporary Safety Practices Policy.

The safety measures in this policy have been confirmed as compliant with the Executive Order 202.17 of New York State Executive Office and the CDC.

The board's authority to adopt these measures is found in our charter, bylaws, New York Education Law, and 8 NYCRR 90.2. We also consider it our duty to develop these measures to keep our services accessible at this time.

Staff at the Hendrick Hudson Free Library have the authority to enforce these measures like any other of the Library's Rules. Concerns about this policy should be brought to the attention of the Director, Jill Davis.

This policy will be reviewed periodically by the Library Director, Business Manager and/or additional staff as appropriate.

### SCOPE OF TEMPORARY SAFETY MEASURES

The Hendrick Hudson Free Library operates in accordance with relevant law and Executive Orders, including those pertaining to mandatory workforce reductions. Therefore, the temporary practices in this Policy may be further modified as needed to conform with relevant Orders.

#### Activities

Until the board votes to revoke this temporary policy, the activities performed at the library will be in accordance with the Building Reopening: Phased Plan which follows the NY Forward Guidelines. This document is available at the circulation and reference desks or on our website

<https://henhudfreelibrary.org/wp-content/uploads/2021/04/HHFL-Reopening-Phased-Plan-FINAL.pdf>

#### Safety Practices

Until the board votes to revoke this temporary policy, the library will require all persons on the premises to abide by the following safety practices. Anyone refusing to abide by these guidelines will be refused service and be required to leave the building immediately:

- Respect staff and other patrons in the building
- Stay home if you are sick
- Hand sanitizer and disinfecting wipes will be made available for your use
- You must wear a CDC approved mask at all times in the building
- Keep 6 feet away from other patrons and from Library staff whenever possible
- Follow the flow of traffic markers

- Follow directives limiting the number of patrons permitted in the building at one time
- Follow CDC recommend hygiene guidelines - CDC:  
<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>

#### ADA

In the event any safety requirement is not practicable on the basis of a disability, please contact the Director, Jill Davis, to explore a reasonable accommodation.

#### Communication

To aid the community in honoring these requirements, the Library will post this policy online, through social media, and visually in the building in a manner consistent with our mission and our identity as a welcoming and accessible resource to the community.

#### Code of Conduct

Adherence to these practices shall be enforced as a requirement of the Library's Code of Conduct until such time as this temporary policy is revoked or modified.