

Dear Patrons,

At the May 22, 2020 regular board meeting, the **Richland Community Library Board of Trustees** approved the library's Infectious Disease Phased Re-Opening Plan.

Richland Community Library will offer a phased approach to offering services when there is an active pandemic of infectious disease. The Library's movement through the phases of this plan is contingent upon the Governor's Executive Orders, which will provide clarification as to when, and in what order, services may be made available. In addition, the Library will closely follow reopening guidelines, recommendations, and strategies from the Kalamazoo County Health and Community Services Department.

**Phase 1:** The only staff members working in the library building are those required to perform essential tasks; all other staff will work remotely to provide virtual customer services and programs. ([April 1, 2020 - June 9, 2020](#))

**Phase 2:** All staff members will return to work in staggered shifts to prepare the building and materials for contactless public services. Virtual customer services and programming will continue. ([June 10 - 12, 2020](#))

**Phase 3:** Contactless material delivery services (curbside) will be implemented with limited days and times. Virtual customer services and programming will continue. ([June 16, 2020 - September 5, 2020](#))

**Phase 4:** Library building access is restored to the public observing social distancing and safety protocols. Gatherings may be reduced and there may be reduced access to services and resources. Virtual customer services and programming will continue. ([September 8, 2020 - Present](#))

*\*Please see the [RCL Infectious Disease Phased Reopening Policy and Plan](#) for details on what Phase 4 entails.*

**Phase 5:** Library will return to full service; special arrangements may still apply.

If you do not follow the library on [Facebook](#) or [Instagram](#), you will find updates on our website and via emails.

Karen McConnell,  
Richland Community Library Director