



PAOLI LIBRARY

A TREDYFFRIN TOWNSHIP BRANCH LIBRARY

June 2020 Branch Manager's Report

Reopening

On July 13 the libraries opened for limited patron access. The hours at Paoli are Monday–Thursday, 1:00–5:00 and Friday 10:00–2:00 (no weekend hours). Curbside pickup is still available Monday–Saturday.

Because of the difficulty of social distancing in Paoli's small space, we are requiring visitors to make reservations, with two slots at a time for browsing and two for computer use. There are 16 slots per day for browsing; 8 for computer use. Reservations can be made online or by phone.

Patrons are delighted to be able to come into the library again, and no one has complained about having to reserve a time. In fact, the reservation system offers a lot of benefits to the patrons, who know that they won't have to contend with crowds of people or stand in a line – either inside or outside the building. It also helps the staff keep track of the visitors, as people are entering and leaving in a more or less predictable fashion. Things started out slowly, but traffic is increasing as the word spreads. In the first five days, 22 people came in to browse, seven of them on Friday.

Staff and Patron Safety

The staff continue to submit daily wellness checks to the township, now via an online reporting system. We have ample supplies of PPE for staff, and disposable masks for patrons if needed, in both adult and child sizes.

A custom-made Lexan "sneeze guard" has been installed on the circulation desk. Thanks to Chris Kibler's creative thinking, the contractor was able to attach the structure without damaging the new circulation desk.

Wells Fargo has prepared the back entrance (also the library entrance) for use by their customers, marking the hallway for social distancing, but they have not yet opened the door for public access. We are keeping the library doors locked so we can ask people if they have a reservation *before* they come inside.

Library Collection

We continue to give high priority to purchasing downloadable ebooks and eaudiobooks, while still making sure to have print copies of popular titles in all genres.

Since there is currently no seating except for the computer stations, and since we have to quarantine incoming materials for 72 hours, we have temporarily discontinued all newspaper subscriptions.

Personnel

Jenny Tang has decided not to continue with her new job, which was scheduled to go fulltime at the end of July, and I'm happy to report that she will be staying on at the library pending a more suitable fulltime opportunity. She has worked at Paoli for over 16 years, since she was in high school – we'd like to keep her forever!

Beverly Michaels, Branch Manager
July 17, 2020