March 18, 2020 April 15, 2020 June 1, 2020 ? 2020

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| **SERVICE/ACCESS TIER** | **FULL DIGITAL** | **LIMITED PICKUP** | **RESTRICTED OPENING** | **PRECAUTIONARY** |
| **STATE MANDATE** | Stay at home order/shelter in place | Shelter in place lifted/modified | Social Distancing  Masks optional  No Groups | Social Distancing  No groups over 10 |
| **HOURS OF OPERATION** | Building closed to the public | Back door pick-up offered to patrons with items on hold M-Saturday  10-Noon | Regular hours | Regular hours |
| **MATERIALS** | Digital only | Back door pick-up and requests for in-house items | Check-out of in-house materials (no loitering), computer use for ages 18 + only w/spacing | Regular check-out and computer use |
| **SERVICES** | Digital only | Digital or back door.  Copy, FAX & Scan | Copy, FAX & Scan  No Community Room rentals | Regular services  Begin interlibrary requests  Community Room rentals for groups 10 & under |
| **CHECK-OUT** | Digital Only | Back door only | Regular check-out for in-house items | Regular check-out for in-house and interlibrary loans |
| **RETURNS** | Auto-renewal & outdoor book-drop | Outdoor book-drop and back door | Outdoor and indoor book drops.  Extended renewal of items | Book drops  Regular due dates restored |
| **STAFFING** | All staff as needed to empty book drop/check-in | 1-2 staff to call patrons with on-hold items and back door pick-up | All staff, regular hours  Disinfect areas scheduled | All staff, regular hours  Disinfect areas scheduled |
| **PROGRAMS** | Digital or none | Digital or none | Digital & programs modified to be done at home | Digital & programs modified to be done at home |