

Policy Statement

The safety of Library patrons, volunteers, vendors, and staff are our top priority. This policy was created to protect the health of all who use or are otherwise involved with Van Buren District Library. This COVID-19 Policy, and the provisions therein, take precedence over any and all other current Library policies and procedures with which it may conflict.

1. COVID-19 has become a regular feature of life and will likely continue to affect Van Buren District Library, and society as a whole, indefinitely.
 - A. General mask guidelines:
 - i. Library staff who have not been recently exposed to COVID-19 are not required to wear masks, but may choose to do so.
 - ii. Though recommended, mask usage for patrons, volunteers, and vendors visiting the Library to conduct regular business is not required.
 - B. The Library will observe the following safety measures:
 - i. All VBDL staff members are required to report unsafe working conditions or deviation from the COVID-19 control strategies enumerated in this policy to their immediate supervisor.
 - ii. Library staff, volunteers, vendors, and patrons exhibiting any symptoms of COVID-19 are not allowed to enter any Library facility for any reason. Staff will be sent home if there is a reasonable suspicion they may have COVID-19.
 - iii. If a Library staff member tests positive for COVID-19:
 1. The staff member must report their diagnosis to their immediate supervisor as soon as possible.
 - i. The supervisor will report the positive diagnosis to any co-workers, vendors, and volunteers who may have come into contact with the infected individual. The Library will not disclose the individual's identity.
 - ii. VBDL staff members who test positive for COVID-19 are required to stay home until after:
 - a. At least five (5) days since symptoms first appeared and,
 - b. At least 24 hours have passed without a fever without the use of fever-reducing medications and,
 - c. Symptoms have improved.

- d. If they are fever free and symptoms are resolving, staff may return to work provided they continue to wear a mask around others for five (5) additional days.
 - iii. If someone tests positive for COVID-19 but does not have symptoms:
 - a. They must quarantine at home until five (5) days have passed since positive test result or,
 - b. If symptoms developed after testing, employees must follow the steps above for those who are symptomatic.
 - c. If they are fever free and symptoms are resolving, or they are asymptomatic, staff may return to work provided they continue to wear a mask around others for five (5) additional days.
 - iv. If a staff member lives with an individual who tests positive for COVID-19, that staff member must:
 - a. Wear a mask at work for five (5) days after learning of the positive test result and
 - b. Take an at-home COVID-19 test five days after first exposure.
 - c. If the staff member subsequently tests positive for COVID-19, they must quarantine at home until five (5) days have passed since positive test result or,
 - d. If symptoms developed after testing, employees must follow the steps above for those who are symptomatic.
 - v. Upon learning of a COVID-19 exposure at a VBDL branch, the Library shall follow the procedure described below. A “COVID-19 exposure” means the presence of a person with COVID-19 at a VBDL branch, starting from two days before symptom onset or, for asymptomatic individuals, two days prior to the specimen collection that yielded the positive result, until they meet the criteria for discontinuing home isolation.
- 2. Right of Appeal
 - Patrons may appeal a decision to limit or suspend privileges or the conditions

placed on reinstatement by sending a written appeal to the Library Board within ten (10) business days of the date of the decision. The appeal should be sent to the Chair of the Library Board. The decision of the Library Board is final.

Approved: April 28, 2020. Amended: May, 26, 2020. Amended May 27, 2020. Amended May 29, 2020. Amended June 18, 2020. Amended July 13, 2020. Amended July 24, 2020. Amended September 1, 2020. Amended October 10, 2020. Amended November 03, 2020. Amended March 02, 2021. Amended April 10, 2021. Amended May 20, 2021. Amended December 01, 2021. Amended June 28, 2023
Van Buren District Library Board of Trustees