

Marshall District Library
124 W. Green St.
Marshall, MI 49068
269-781-7821
www.yourmdl.org

Contact: Shauna Swantek, Head of Public Services
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FOR IMMEDIATE RELEASE

Important Update from Marshall District Library

Marshall, Mich. – August 18, 2020 – If you use Marshall District Library in the afternoons, please note there are procedural changes taking effect this week as school resumes. From 2:30-4:00 pm on Monday, Tuesday, Thursday, and Friday, the parking lot entrance will be locked and everyone must enter from the Green Street sidewalk.

Please anticipate socially distancing while waiting to enter the building as well as while using the public space. Masks are required and no food or drink is allowed in the building. Visits are limited to 1/2 hour with a maximum of 35 guests at a time during the library's current phase of reopening. During the after school hours, guests will be given a timecard noting the time they must leave the building; this must be visible at all times.

Youth wanting to use a library computer must present a valid library card or school photo ID. Limited public computers are available for use. The acceptable reasons for using the library are to study, select books, or use a computer. The library is not to be used as a social location and will not be offering in-person programs through the fall. The library is also not to be used as a pick up location for students so we may continue to safely offer our popular curbside service during this time.

The library's outside drive-thru dropbox remains open for returns. Materials continue to be quarantined and processed for a minimum of 96 hours before returning to circulation. Curbside pick up services also continue. Questions or comments, call 269-781-7821 x10 or email semiferoa@yourmdl.org. Marshall District Library, tax supported by the residents of Eckford, Fredonia, Marengo, and Marshall Townships, and the City of Marshall, is located at 124 W. Green St. For more information or to register for library programs, contact the library at 269-781-7821, ext. 10 or visit online at www.yourmdl.org/events.

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Continue reading to see the letter recently shared with Marshall Middle School for distribution to parents.



EXPLORE · DISCOVER · GROW

124 W. GREEN STREET · MARSHALL, MI 49068 · PH. 269.781.7821

August 17, 2020

Dear Middle School Parents and Guardians:

As we get ready to begin a school year unlike any other, we are all concerned with the safety of students and community. ***While Marshall District Library is known to be a safe and enjoyable place for youth to spend time after school, this fall we need families to reconsider their use of our public space.***

Currently, the library is open at 25% capacity meaning a limit of 35 people may use the building at one time. Visits are limited to one ½-hour visit each day and only four of our public computers are available for use by youth. Students are required to present a valid library card or photo ID issued by the school to use a computer. We require masks and strict social distancing of a minimum of 6'. Food and drink are prohibited in the building and there is no in-person programming nor meeting space. ***Please do not use the library or library property as a pick up location for your student this fall.***

Marshall District Library staff strives to make the library and the library grounds a safe environment for users of all ages. After school, the library will have additional measures in place to ensure these guidelines are followed; however, your family's discussion of the COVID-19 guidelines above as well as our general behavior guidelines is essential. We encourage parents to visit the library with their students near the start of the school year to meet library staff and discuss library guidelines and expectations. Come and see our protocol, be sure your library cards are up to date, and meet our staff.

When arriving at the library between 2:30 pm to 4:30 pm, students can anticipate using the South entrance to the library. Marks outside the building will indicate how to line up 6' apart and students will be admitted one at a time as capacity allows. Upon entering, they will be given a time reminder noting when they must exit the building. Inside the library, they will have limited seating options and no socializing will be permitted. Please see below for permitted activities and expectations.

The Marshall District Library Board has established a Code of Conduct that users of the library are expected to follow. This policy establishes that:

1. It is expected that people using Marshall District Library will engage in activities associated with the use of the public library. ***Currently, this means selecting materials for checkout, using a public computer, or quietly reading/doing assignments.*** Users not engaged in these activities may be asked to leave.
2. Library users are expected to respect the rights of other users and not harass or annoy others through noisy or boisterous activities.
3. It is also expected that library users will not use the library as a gathering space at this time. Entrances to the library are expected to remain clear so that all users may be able to access the building safely. Please do not use the library or library property as a pick up location for your student this fall.

Many people in the community are curious about what happens when there is a violation of the Library's Code of Conduct. Users are asked to correct their behavior once and are then asked to leave library property for the rest of the day. All users under the age of 18 are offered the opportunity to call a parent or guardian before leaving library property. Users under the age of 18 are also offered the option of waiting in a supervised staff area, such as the director's office, rather than leaving library property. In some circumstances, local police may be called to assist our users or staff.

The staff of Marshall District Library is charged with creating a welcoming and functional environment for patrons of all ages. We appreciate your help in creating a safe and comfortable destination for all members of our community. If you are in need of resources to assist with this school year, please let us know.

For questions about library services, virtual programming, or questions about library policies and procedures, please contact Nate Palmer, Assistant Director at (269) 781-7821 x13 or palmern@yourmdl.org or me at (269) 781-7821 x11 or semiferoa@yourmdl.org.

Sincerely,

Angela Semifero
Library Director