



125 S. Prospect Avenue
Elmhurst, IL 60126
elmhurstpubliclibrary.org

November 16, 2020

Dear Elmhurst Residents,

In response to the escalation of COVID-19 in the Chicagoland area, the Library is scaling back on services in an effort to provide as safe an environment as possible during the pandemic. First and foremost, we continue to make the physical collection available. The thousands of items in the collection remain available for you to use! We have followed the studies and we know that it is safe to use items from the collection because the disease does not easily transmit on surfaces. A quarantine system is in place for returned items, which makes everything you return safe again for others to borrow. It is our priority to make sure you get the materials you want from the Library.

With that in mind, we have developed plans for ensuring and continuing that access. Please see some of the changes we are implementing to keep the Library open and safe:

The Collection: books, movies, music, games, appliances, cake pans and more

- You may visit the Library for 30-minute increments. We are operating on a grab-and-go model. Drop by anytime to check out items.
- You may call the Library to request items and pick them up at the Drive-up Window. If you speak to a staff member, we can typically make your item available for pickup within an hour.
- You may use the Library's online catalog to place items on hold, too. Typically, the turnaround with this request method takes a little longer to fulfill, and you will be notified when the items are available for pickup.
- You may continue to access our digital collections any time from home.

Programs:

- All programs will remain virtual for next few months. Please visit elmlib.org/athome for a complete list of programs.

Information Services:

- The virtual reference desk is open all regular operating hours - elmlib.org/hours. Staff is available to answer your questions, provide reading recommendations, and offer technology help - elmlib.org/virtual.

Meeting Rooms and Study Rooms:

- Virtual meeting rooms are available to reserve at elmlib.org/virtual. In-person meetings are not available until further notice
- The parking lot has extended Wifi and offers the community another way to meet virtually or access online services and tools without coming into the building.

Makery:

- The Makery is closed. However, there are many Makery-inspired items in our Library of Extraordinary Things collection, such as button makers, a Cricut, pom pom makers, and other crafting aids that are available for checkout. See a list of available items at elmlib.org/extraordinary.
- Craft kits, affiliated with our online programs, are available for pickup at scheduled times. See elmlib.org/athome for details.

Creative Studios:

- The Creative Studios are closed until further notice.

Relaxing, Reading, Study, and Work Spaces:

- Unfortunately, we cannot offer these kinds of spaces for people to use at this time. As soon as it is deemed safe to do so, we will reopen all areas.

We are happy to remain open and are hopeful for the future. If circumstances change and we are forced to close the building to the public, we will re-implement curbside pickup and continue to make the physical collection and our online services available. The Drive-up Window will remain open.

Sincerely,
Mary Beth Harper
Library Director