**SARANAC CLARKSVILLE DISTRICT LIBRARY
COVID19 RESPONSE
PHASE 2**

**PHASE 2 – STAFF ONLY AND CURBSIDE PICKUP RESUMES**

 **PHASE 2 – CURBSIDE PICKUP**

We will resume curbside pickup of pre-requested library material. The best way to request library material for curbside pickup is by accessing your library account from the library website at **saraclark.michlibrary.org** or by emailing the library with a detailed request. *Social distancing and the wearing of masks is required during this service by both patrons and staff****.*** *Please limit one person to pickup library material during curbside pickup to respect social distancing.* **CURBSIDE PICK-UP TIMES:
*Patrons are required to schedule a time slot for curbside pick-up of pre-requested library material.***

**SARANAC
Mon.: 4:30 - 6:30 PM
Tues.: NOON – 2:00 PM**

**Wed.: 2:00 – 4:00 PM
Thurs.: 10:00 AM - NOON

CLARKSVILLE
Tues: 4:30 – 6:30 PM
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**DROP BOX OPEN TIMES:**Library material returns must be dropped in the drop box by the patron. Library material returns will be quarantined for 72 hours before processing. The drop box will have limited access for returns to allow staff to quarantine material. Library fines will not accrue during this time. The drop box open schedule is below:

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**Mon.: 1:00 - 6:30 PM
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**CLARKSVILLE
Tues: 1:00 - 6:30 PM
Wed-Thurs: 10:00 AM – 4:30 PM**Questions may be directed to our email at sar@llcoop.org or cla@llcoop.org, or call us a 616-642-9146 or 616-693-1001. Phone calls and emails will be addressed in a timely manner based on staff availability.

**Please use the free library electronic options. See the library website for links and tutorials.**

 A date for *PHASE 3* is undetermined.

*WE ARE WORKING ON ADDITIONAL PHASES TO ALLOW PATRONS BACK INTO THE LIBRARY. THE TIMELINE FOR EACH PHASE IS NOT YET DETERMINED. PLEASE BE FLEXIBLE WITH US AS WE ADAPT TO CURCUMSTANCES AS THEY ARISE.*

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