

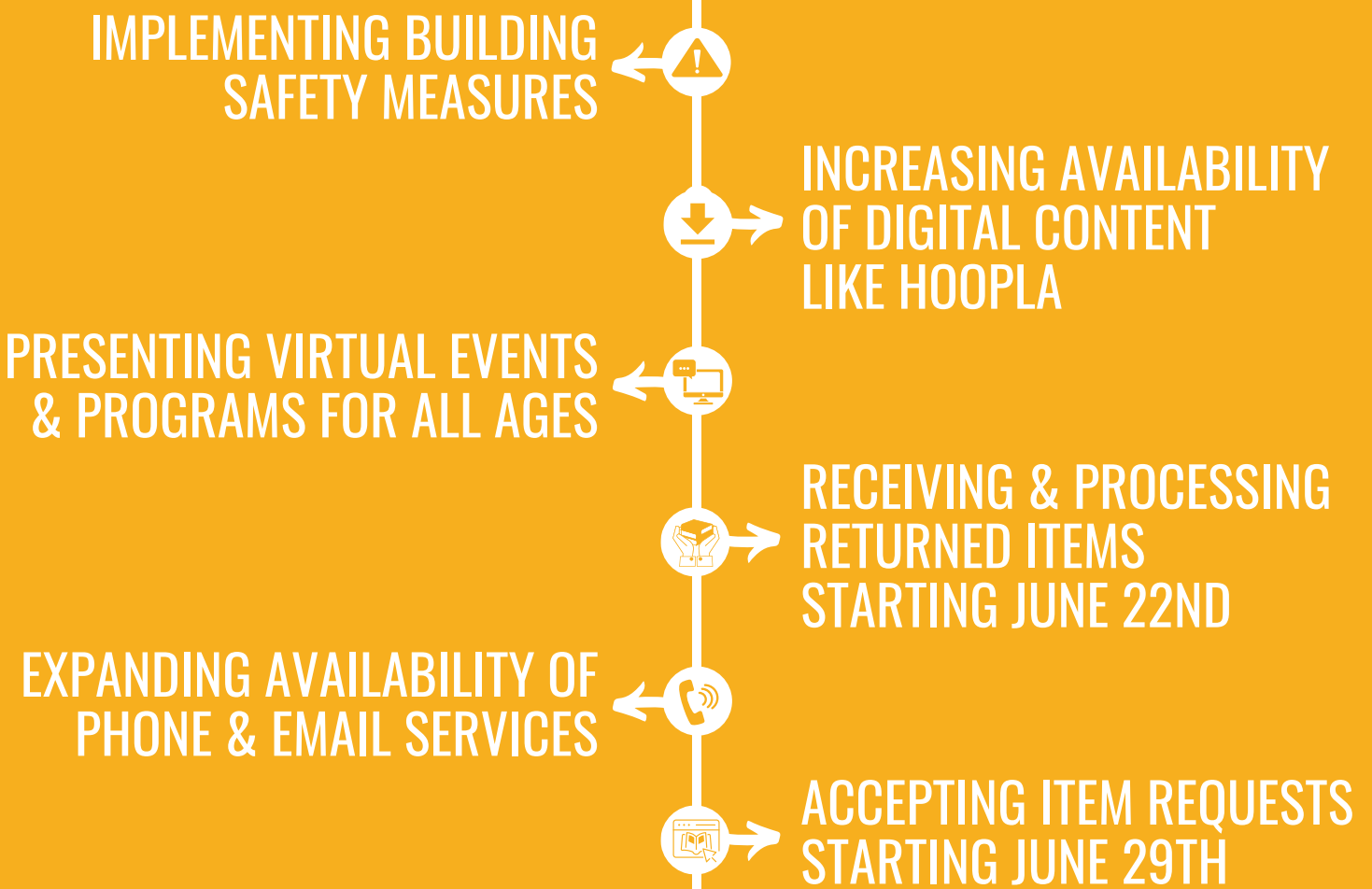
# JOHNSON PUBLIC LIBRARY

# RE-OPENING OVERVIEW

We've missed you! JPL staff is hard at work as we get ready to offer more library services in safe, socially distant ways. Here's what to expect as we move towards re-opening.

*For all the details, please see accompanying pages.*

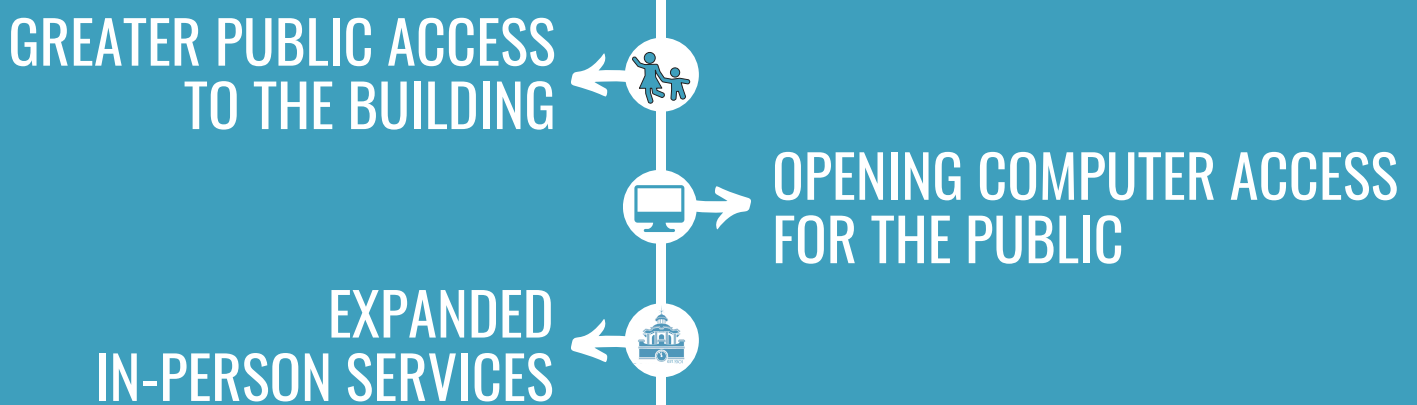
## WHAT WE ARE DOING NOW



## WHAT WE WILL DO SOON



## WHAT WE WILL DO LATER



THE WELL-BEING OF THE PUBLIC AND STAFF IS OUR FIRST PRIORITY. PLEASE CONTINUE TO VISIT OUR WEBSITE AND SOCIAL MEDIA ACCOUNTS FOR UPDATES ON RE-OPENING.

IF YOU HAVE QUESTIONS OR NEED ASSISTANCE, PLEASE CONTACT THE LIBRARY BY EMAIL AT [HELP@JOHNSONLIB.ORG](mailto:HELP@JOHNSONLIB.ORG) OR BY PHONE AT 201-343-4169.

# JPL STAGES FOR RE-OPENING: WHAT TO EXPECT NOW



## BUILDING SAFETY MEASURES

- The building is being retrofitted with plexiglass shields, social distancing markers, and other measures to keep everyone safe when we re-open.
- Items returned will be quarantined for 3 business days to ensure the safety of the public and staff.



## BOOK RETURNS

- The library book drop will be open as of June 22nd. Please return any books that are still checked out on your card!
- Please note, as part of our safety and cleaning precautions, items will take at least 3 business days to be removed from your account.
- If you haven't returned items in a long time, your card could potentially be blocked from borrowing additional materials. Please return any items due as soon as possible to make sure that the next time you borrow materials is easy peasy.
- If you've lost an item, you can pay for it online by logging into your account at: [catalog.bccls.org/polaris/](https://catalog.bccls.org/polaris/). As a safety precaution, the library cannot currently accept payments by cash.
- If you have any questions about an item on your library account, please call us at 201-343-4169 so that we can help resolve the issue.



## VIRTUAL EVENTS

We have a full calendar of online events for all ages - check it out here: [bccls.libcal.com/calendar/hackensack/](https://bccls.libcal.com/calendar/hackensack/)

## REQUEST ITEMS

- Starting June 29th, you can go online or call us to request items that are available at JPL.
- Important notes:
  - Requests will not be available for pick-up until the library is ready to re-open for partial in-person services. Once we re-open, you'll be notified when your requested items are ready to be picked up.
  - You cannot request items from other BCCLS libraries at this time.
  - Please confirm that your contact information is up to date so we can reach you when your items are ready for pick-up.




## DIGITAL CONTENT

Please continue to enjoy our online collection of ebooks, audiobooks, magazines, streaming movies, music, TV, and more! Call us if you have any questions or you want any recommendations!

## EXPANDED PHONE AND EMAIL SERVICE FOR THE PUBLIC

Reach a JPL staffer during our expanded virtual hours!

- Monday, Tuesday, Wednesday, Friday: 9-5
- Thursday: 9-9
- Saturday: 9-1



FOR THE SAFETY OF THE PUBLIC, THERE WILL BE NO ACCESS TO COMPUTERS, PRINTING, COPYING, FAXING, OR SCANNING.



# JPL STAGES FOR RE-OPENING: WHAT TO EXPECT SOON



## PARTIAL BUILDING ACCESS

- When we first reopen the building, you will only be able to visit the main desk (circulation) to pick up materials. The remainder of the building will be closed. Ropes and directional signs will show which areas are available. The following areas will initially be closed:
  - Lower level (Periodicals)
  - Children's Room
  - Reference, including computer stations
  - Bookstacks, including DVDs and music CDs



## PICK UP HOLDS

- Starting July 6th, you will be notified when your requested items are ready to be picked up.
- Your items will be waiting in the designated holds pick-up area and tagged with your last name. After you find your item(s), a JPL staffer will help you complete the checkout process.
- Please be sure to abide by social distancing guidelines using the stickers on the floor.

### **Important notes:**

- This service will be available to Hackensack cardholders only, and will only be available on items that are a part of the Johnson Public Library's collection.
- Building hours will be altered to
  - Mon., Wed. Fri.: 9am-5pm
  - Tues., Thurs.: 12pm-8pm
  - Saturday: 9am-1pmwith at least two hours per week dedicated to vulnerable populations.



## GRAB & GO PACKETS FOR SPECIAL PROGRAMS AND ACTIVITIES WILL BE AVAILABLE FOR PICK-UP

These packets will support specific virtual programs, and they will include the craft materials needed for the scheduled activity.

## FURTHER EXPANDED PHONE AND EMAIL SERVICE

JPL staff will be available to answer questions for additional hours as we continue to extend our operating hours.



## MORE ON THE WAY

Stay tuned for additional services to be announced, including remote print services and more!



# JPL STAGES FOR RE-OPENING: WHAT TO EXPECT LATER



## GREATER ACCESS TO BUILDING

The Children's Room will reopen and the bookstacks will be available for browsing. Lower level/periodicals will also be open.



## COMPUTER ACCESS

Computer reservations will be made available, with safety measures in place for your protection.

## EXPANDED IN-PERSON SERVICES

As it is safe to do so, we will begin offering in-person events, copy/fax/print services, and more.



**PLEASE STAY TUNED FOR MORE UPDATES, AS THESE PLANS MAY CHANGE!**

**WE WILL CONTINUE TO ASSESS THE SITUATION AND MAKE CHANGES TO OUR RE-OPENING PLANS, SERVICES, AND TARGET DATES AS NECESSARY, IN ACCORDANCE WITH LOCAL AND STATE GUIDELINES.**

**IF YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE CALL THE LIBRARY AT 201-343-4169.**