

The Library has been approved by the Covid 19 committee for 4 appointments of 2 adult patrons each per week; these are dependent on staffing. Two more appointments are also approved, but at this point, we do not have desk staff available. Appointments will be posted on the website or app under “connect”, Media Library soon. Any questions, please contact the library staff at library@ibcrichmond.org or the librarian at 804-513-4583. We hope to see you soon.

SUNDAY

Library Appointments #3 and #4 (After the 2nd Service)

12:00 p.m.-12:10 p.m.

12:15 p.m.-12:30 p.m.

NEW DAY – Wednesday Evenings

6:30 p.m.– 6:45 p.m.

6:50 p.m. – 7:00 p.m.

- **TWO ADULT PATRONS PER APPOINTMENT**
- **It is suggested that you make use of the catalog prior to your visit at library.ibcrichmond.org (not your browser but where the IP address goes).**
- **Pre-orders and curbside and limited delivery for those who cannot drive are still available.**

1. **Enter through the double doors facing Thompson near the large parking lot**
2. **In the hallway, enter through the first library door. Masks are required covering the nose, mouth, and chin 😊**
3. **Please sanitize your hands before entering the library- We thank you in advance 😊**
4. **During your appointment, the following applies:**
 - a. **If you are a touch it, look at it before you choose patron, gloves are required (available on the desk).**
 - b. **Good News! The quarantine period has been shortened to 72 hours instead of a week. Items returned Wednesday will be shelved on Fridays; Items returned Sunday will be shelved Wednesdays.**
5. **When you have selected your books, approach the desk, quickly placing the items on the desk for the librarian to check out. Please step back to the yellow tape for social distancing.**
6. **The librarian will check out your books/media and stamp your books wearing gloves. She will place the items in a clean plastic bag which you may pick up.**
7. **You will exit through the door behind you, turning to the right and going out through the Mizpah room door and out into the courtyard. This will provide social distancing from someone else coming in for the next appointment from Thompson Street doors. All Covid 19 protocols will be followed for hard surfaces, and gloves to handle books.**

Martha Hancock, Librarian