

MYSTIC & NOANK LIBRARY
PUBLIC INFORMATION/PROTOCOLS
EFFECTIVE OCTOBER 1, 2020

HOURS:

Monday, Wednesday	10-7
Tuesday, Thursday, Friday, Saturday	10-4

FOR YOUR SAFETY:

Do not visit if you are feeling unwell
Facemasks required to enter library (staff and public)
Public access limited--consistent with 6' social distancing guidelines throughout building
One person/family at a time in book stack aisles
Some areas of library are not accessible (meeting rooms, window seat area, local history, etc.)
Elevator restricted to one person or one household
Public service desks have Plexiglas surrounds
Library professionally cleaned daily and periodic sanitizing of high-use surfaces

BOOK RETURNS:

Items must be returned in the outside book-drop only
Returned items are quarantined for 48 hours

BROWSING/READING/WORKING:

Limited browsing is encouraged; please be mindful of building limits and those waiting to enter
Limited seating in building at this time
Staff available for assistance/retrieval of items (not including in-person computer assistance)

PLACING/PICKUP OF HOLDS

"Door-side" pick-up of holds will continue as an option
Place holds online, in person, or by phone
Lending between CT libraries has resumed

COMPUTER/PRINTER/COPIER USE:

Limited public computers available for 1-hour sessions; sign up at circulation desk
No in-person computer assistance at this time; may sign up for online assistance by appointment
Catalog computers available for searching catalog only
Keyboards/mice disinfected periodically throughout day
Self-service copy/fax machine available (no in-person assistance)
Printouts/copies/fax's: please use donation jar next to 1st floor copy machine
WiFi available 24/7 (inside and outside building)

PROGRAMMING/REFERENCE/DIGITAL SERVICES:

All programs still virtual until further notice. Visit our events calendar at mysticnoanklibrary.org
Downloadable e/audiobooks and streaming movies available online 24/7
Library card sign-up and reference assistance available by phone at 860-536-7721, or
reference@mysticnoanklibrary.org