

# Harper Woods Public Library

## Re-Opening Phases

<p><b>Stage 1</b> Virtual HWPL March 15—June 10</p> <ul style="list-style-type: none"><li>• Library is closed to the public</li><li>• Virtual programs and online services only</li></ul>	<p><b>Stage 2</b> Staff Only HWPL Begins June 11</p> <ul style="list-style-type: none"><li>• Building is closed to public</li><li>• Materials returns accepted</li><li>• Virtual programs and online services only</li><li>• Call or email questions accepted</li></ul>	<p><b>Stage 3</b> Curbside HWPL Begins June 15</p> <ul style="list-style-type: none"><li>• Curbside pickup available</li><li>• Request items for pickup online or on the phone</li><li>• Building is closed to public</li><li>• Virtual programs only</li><li>• No book donations accepted</li></ul>
<p><b>Stage 4</b> Grab and Go HWPL July 6</p> <ul style="list-style-type: none"><li>• Curbside pickup available</li><li>• Reduced hours continued</li><li>• Masks required, social distancing</li><li>• Limited number of people in the building</li><li>• 30-minute time limit on public computers</li><li>• Virtual Programs Only</li><li>• No book donations accepted</li></ul>	<p><b>Stage 5</b> Six-Foot HWPL Date TBD</p> <ul style="list-style-type: none"><li>• Curbside pickup available</li><li>• Masks required, social distancing</li><li>• Copier, fax, scanner available</li><li>• 60-minute time limit on public computers</li><li>• Study rooms limited to one person/one household</li><li>• In-person programming</li><li>• Community Room for library programs only</li></ul>	<p><b>Stage 6</b> Even Better HWPL Date TBD</p> <ul style="list-style-type: none"><li>• All library services resume without restrictions</li><li>• Community Room available for non-library programs</li><li>• Book donations accepted</li></ul>

A message from Library Director Kristen Valyi-Hax

In order to serve the residents of Harper Woods as well keep our patrons and staff safe, the Harper Woods has decided on the following re-opening plan:

#### Stage 2: Staff Only HWPL

On Thursday, June 11, the Harper Woods Public Library will begin its phased reopening plan by accepting the return of checked-out materials. As we process and quarantine a large volume of items, please allow up to five days for items to show as returned on your library account. All items checked out are currently not due until June 30, 2020. We will have staff in the building to take your questions via phone call (313-343-2575) or via email ([hwl@libcoop.net](mailto:hwl@libcoop.net)).

#### Stage 3: Curbside HWPL

Beginning Monday, June 15, curbside pickup will be available to patrons at the following times:

Monday: 1pm—6:30pm

Tuesday: 11:30am—4:30pm

Wednesday: 1pm—6:30pm

Thursday: 11:30am—4:30pm

Friday: 11:30am—4:30pm

You can request items online or on the phone, and then call when you arrive at the library. Staff will deliver your items to you at your car or, if you arrive on foot or bicycle, on the sidewalk. Please allow us at least one hour for phone call requests. If you place an hold after we've closed, please wait one hour after we opening to gather your requests.

#### Stage 4: Grab and Go HWPL

Starting on Monday, July 6, the public will be allowed into the building for short periods of time, with masks and social distancing required. There will be a 30-minute time limit at the public computers. Curbside delivery will continue. A limited number of people might be permitted in the building, based on any requirements set by law or executive order.

#### Stage 5: Six-Foot HWPL

This start date is still to be determined. There will be a 60-minute limit at public computers. The photocopiers, fax service, and scanners will be available as well as the study rooms. The Community Room will be available for library programs only.

#### Stage 6: An Even Better HWPL

This start date is still to be determined. All library services will resume without restrictions. The Community Room will be available for non-library programs. We will accept book donations.

#### Use the Library at Home

While the library building is still closed, we encourage you to use our online resources. Please check out our web page at [www.harperwoodslibrary.org](http://www.harperwoodslibrary.org) for a list of resources, especially at [www.harperwoodslibrary.org/eshelf-research](http://www.harperwoodslibrary.org/eshelf-research).