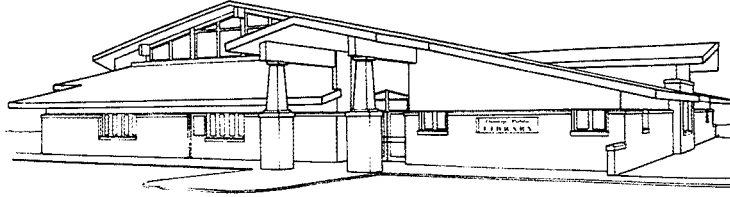


# Dunlap Public Library District

302 S. First Street  
Dunlap, IL 61525  
309.243.5716  
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dunlaplibrary.org



23 November 2020

By resolution of the Board of Trustees of the Dunlap Public Library District, the library director may, at her discretion, close access to the library for a specified period of time, through the duration of the COVID-19 Pandemic, as guided by the CDC. During these closures, the following services shall be provided by the library:

- a. Leadership, management and coordination of new and ongoing initiatives and all staff work as well as planning for next steps;
- b. Regular maintenance and cleaning of the Library facility including oversight of capital projects currently in process;
- c. Financial, human resources, and business office functions necessary to process payments, manage business relationships, and support staff needs;
- d. Virtual access to a library of digital materials, including e-books and e-audiobooks, streaming content, curated web content, and databases;
- e. Production of virtual programming for children, teens, and adults, which may be virtually accessed through the Library's social media channels, website, and by telephone;
- f. Communication, reference and readers advisory services, account assistance, and community interaction with patrons through the Library's website and social media channels, direct mail, and by telephone and email; and
- g. Preparation for fulfillment of telephone and email online requests of physical Library materials through contactless pick-up and returns outside of the Library.
- h. Preparation for opening the building to the public.

This Resolution shall be in full force and effect upon its adoption.

Attest,

A handwritten signature in cursive script that reads "Angela Dhall".

Angela Dhall, Secretary