



Youngstown Free Library

240 Lockport St. Youngstown, NY 14174
(716) 745-3555
www.youngstownfreelibrary.org

Pandemic Timeline Affecting the Youngstown Free Library

March 2020

- 4** - Library completely cleaned and disinfected (director and volunteers)
- 4** - procedures put in place to thoroughly clean all work areas every day and disinfect every returned book (director and staff)
- 4** - curbside pick-up option debuts (director and staff)
- 16** - all in-person programs cancelled (director and board)
- 16** - patron traffic limited in Library to maintain social distancing (director and staff)
- 18** - Library closed by NYS for social distancing guidelines; staff sent home but director still reporting to work regular M-Th. hours, emptying bookdrop, and maintaining phone and email service (director)
- 20** - Village Center closed by NYS for social distancing guidelines; director allowed "special access" to the building when doing essential business (payroll, emptying bookdrop, checking in books, etc.) (Village and director)
- 20** - Nioga closes delivery service and patron holds service. (Nioga)
- 20-31** - director forwards library phone and computer operations to home computer and maintains regular M-Th. hours with patrons via phone and email (director)
- 20-31** - director continues bookdrop emptying, bill payment, payroll, and delivers books to homebound patrons (director)

April 2020

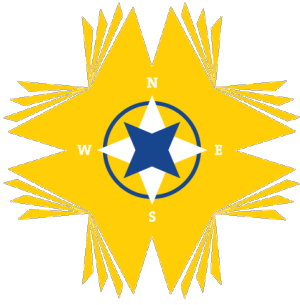
- 1-30** - Village Center remains closed (Village of Youngstown)
- 1-30** - director forwards library phone and computer operations to home computer and maintains regular M-Th. hours with patrons via phone and email (director)
- 1-30** - director continues bookdrop emptying, bill payment, payroll, and delivers books to homebound patrons (director)
- 20** - Monthly Meditation program debuts online (director, programmer)

May

- 1-31** - Village Center remains closed (Village of Youngstown)
- 1-31** - director forwards library phone and computer operations to home computer and maintains regular M-Th. hours with patrons via phone and email (director)
- 1-31** - director continues bookdrop emptying, bill payment, payroll, and delivers books to homebound patrons (director)
- 1-24** - director in talks with mayor about staff's return and gets Village Board approval for Safety Plan #1 which restricts access to first floor only (director, mayor, Village Board)
- 25** - director presents Safety Plan #1 at Library Board Meeting (director)
- 25** - Library Board approves Safety Plan #1 allowing rest of staff to work in the building starting June 2 (Library Board)

June 2020

- 1-30** - Village Center remains closed (Village of Youngstown)



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- 1-30** - director continues delivering books to homebound patrons (director)
- 1** - Niagara County enters Phase 2, when libraries are allowed to resume curbside service. Village Center remains closed. (NYS, Niagara County, Village of Youngstown)
- 1** - Nioga resumes delivery service and reopens online catalog requests. (Nioga)
- 2** - following approval of Safety Plan #1, rest of Library staff return to work in the building (director and staff)
- 3** - Youngstown Free Library begins curbside service (director and staff)
- 16** - Niagara County enters Phase 3, when libraries are allowed to resume full service. Village Center remains closed. (NYS, Niagara County, Village of Youngstown)
- 22** - director presents Safety Plan #2 at Library Board Meeting (director)
- 22** - Library Board approves Safety Plan #2 (Board)

July 2020

- 1-31** - Village Center remains closed (Village of Youngstown)
- 1-31** - director continues delivering books to homebound patrons (director)
- 20** - director presents Safety Plan #3 at Library Board Meeting (director)
- 20** - Library Board approves Safety Plan #3 (Library Board)
- 21** - monthly Afternoon Book Club program resumes off-site (director)

August 2020

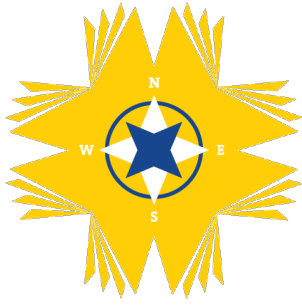
- 1-31** - Village Center remains closed (Village of Youngstown)
 - 1-31** - director continues delivering books to homebound patrons (director)
 - 13** - Village of Youngstown approves Safety Plan #3, allowing library visits by appointment (Village Board)
 - 13** - Library appointments begin (director, staff)
- All libraries in Nioga are now open for browsing hours (except Youngstown Free Library). Village Center remains closed.

September

- 1-30** - Village Center remains closed (Village of Youngstown)
- 1-30** - director continues delivering books to homebound patrons (director)
- 9** - monthly Evening Book Club resumes on front lawn (director)
- 15** - monthly Afternoon Book Club meets in-person at the Lewiston Senior Center (director)
- 21** - Town of Porter Story Hour from Home debuts with weekly videos and craft kits (Town of Porter Rec Dept.)

October 2020

- 1-31** - Village Center remains closed (Village of Youngstown)
- 1-31** - director continues delivering books to homebound patrons (director)
- 14** - monthly Evening Book Club debuts online (director)
- 20** - monthly Afternoon Book Club meets in-person at the Lewiston Senior Center (director)



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- 23** - director presents Safety Plan #4 at Library Board Meeting (director)
- 23** - Library Board approves Safety Plan #4, which proposes adding limited browsing hours and moving curbside pick-up into the foyer (Library Board)

November 2020

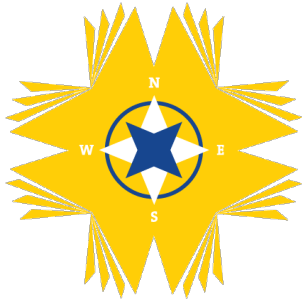
- 1-30** - Village Center remains closed (Village of Youngstown)
- 1-30** - director continues delivering books to homebound patrons (director)
- 4** - monthly Evening Book Club meets online (director)
- 12** - Village Board does NOT approve Safety Plan #4, which would have added limited browsing hours to Library services (Village of Youngstown)
- 12** - Village Board allows for curbside pick-up in the foyer, provided that patrons not step into the building and that our staff remain far away from exiting Village Office staff. Village Board requires that the basement and second floor remain closed. Also mandates the building doors remain locked at all times. (Village Board)
- 17** - monthly Afternoon Book Club meets in-person at the Lewiston Senior Center (director)
- 23** - director presents Safety Plan #5 at Library Board Meeting because the Village Board did not approve Safety Plan #4 (director)
- 23** - Library Board approves Safety Plan #5, which is the same as Safety Plan #3 except that it allows for foyer curbside pick-up. (Library Board)

December 2020

- 1-31** - Village Center remains closed (Village of Youngstown)
- 1-31** - director continues delivering books to homebound patrons (director)
- 9** - monthly Evening Book Club meets online (director)
- 14** - Village of Youngstown closes the Library unexpectedly for building repairs with no notice or access to the building for an unforeseeable amount of time
- 14** - director moves Library operations back home again and provides phone and email service remotely; curbside continues from staff's trunks of their cars (director, staff)
- 14** - director reroutes Nioga deliveries and all book returns delivered to director's family business (director, staff)
- 15** - monthly Afternoon Book Club meets online (director)
- 22** - Village of Youngstown finishes building repairs and allows building access to the Library again (Village of Youngstown)
- 23** - Library reopens for library appointments (director, staff)

January 2021

- 1-31** - Village Center remains closed (Village of Youngstown)
- 1-31** - director continues delivering books to homebound patrons (director)
- 13** - monthly Evening Book Club meets online (director)
- 19** - monthly Afternoon Book Club meets online (director)



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February 2021

1-28 - Village Center remains closed (Village of Youngstown)

1-28 - director continues delivering books to homebound patrons (director)

10 - monthly Evening Book Club meets online (director)

16 - monthly Afternoon Book Club meets online (director)

March 2021

1-31 - Village Center remains closed (Village of Youngstown)

1-31 - director continues delivering books to homebound patrons (director)

10 - monthly Evening Book Club meets online (director)

11 - patrons attend Village Board meeting to ask about timeline for reopening Village Center

12 - patrons start petition to reopen the Village Center on Change.org

16 - monthly Afternoon Book Club meets online (director)

16 - Words with Birds, an in-person program for children, debuts at the Library by appointment. Does not need Village permission since it still falls under appointments (director)

17 - director recommends in Friends' monthly meeting that the Friends prepare a public statement about the petition; V-P Wendy Swearingen volunteers to write a letter to the editor of the Sentinel (director, Friends)

22 - director recommends in Library Board's monthly meeting that the Library Board prepare a public statement about the petition; Dave Smith volunteers to write a letter to the Sentinel (director, Library Board)

25 - Village Board states informally in work session that they are working to reopen the Village Center at the end of April; no verbal or written information received from them with more details (Village of Youngstown)