

# MHLS Director Briefing

COVID-19 | June 25, 2020



# Today

- Reopening Status Report: Member Libraries
- Sierra Reminders
- Reopening Guidance
- NYS Announcements

# Reopening Status

	Curbside	Doors Open
June 22	46	3
June 29	6	4
July 6	3	4

Please use the [MHLS Library Reopening Status Form](#) to report changes in service levels and quarantine plans

# System-wide Holds Restart!



Requests are happening!  
10,000 holds have been added this week!



Online registration records



Clear your holdshelf daily  
Fill holds for member libraries  
We are back to having streamlined checkin



Items on holdshelf are safe through 6/30 – then regular expiration



Messaging on TNS prompts patrons to check your website  
Custom hold pickup notices are possible – include curbside instructions

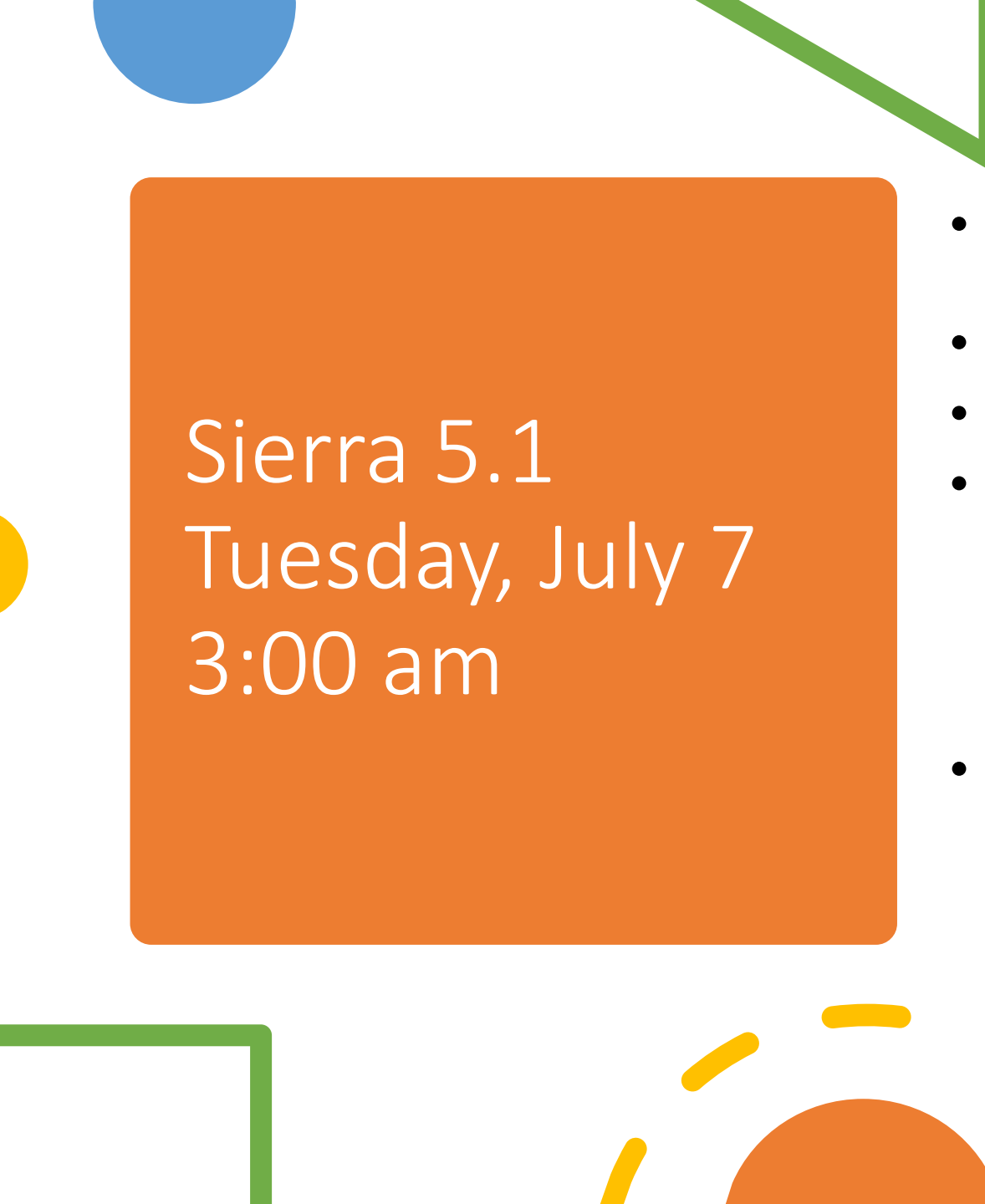


# Tickets Please



- Closed dates – transactions rely on them
  - Days of the week you are closed
  - Days you are not open that do not fall on days of the week you are scheduled to be closed
- Changes to holds limits on your Ptype
- Provide information in your ticket. It helps us to understand, recreate and resolve issues quickly
  - Record numbers or barcodes
  - Login used in the process
  - Time of day and date

**Email: [techsupport@midhudson.org](mailto:techsupport@midhudson.org)**



Sierra 5.1  
Tuesday, July 7  
3:00 am

- **Disabling the “Remember Me” feature**  
**Default will be to disable**
- Patrons can freeze holds for more than 255 days
- Offline client now https
- MHLS Staff
  - Undelete deleted records (while still in delete mode)
  - View loan rules and loan rule determiner tables at the same time & export to CSV
- Many issues fixed

Fully documented on Knowledge Base (right on front page under learn connect)

<https://kb.midhudson.org/sierra-roadmap/sierra-release-info/>





Idea	Release	Challenge	Submitter
Allow date Ranges in days closed table	5.4	Crisis Management	Library Connection, Inc.
Batch Update Hold Pick up Dates	5.4	Crisis Management	Chapel Hill Public Library
Globally Purge w/charge after date	5.4	Crisis Management	Fraser Valley Regional Library
Create lists: It's all about me – limit view to my login	5.3	Always Open	MHLS
Easy Listing of holdshelf items and patrons	5.3	Always Open	Chapel Hill Public Library
Add option to remove frozen holds from view holdshelf	5.3	Always Open	Vancouver Island Regional Library

# Phase Four Guidance from NYS DOH

- Low-Risk Indoor & Outdoor Arts & Entertainment
  - Masks must be worn
    - to enter the library
    - any time staff / patron is within 6 feet of another person
  - Distance of at least six feet must be maintained
    - individuals, including employees and patrons/visitors when possible
    - EXEMPT: groups visiting the institution who are members of the same household or party



# Occupancy & Gatherings

- Phase Two Retail - 50%
  - Certificate of Occupancy
- Phase Four Low-Risk Indoor Arts & Entertainment - 25%
  - Certificate of Occupancy
- Phase Four Low-Risk Outdoor Arts & Entertainment - 33%
- Executive Orders Phase Three - 25 people
- Executive Orders Phase Four - 50 people

# REALM Update

Material Tested	No Detectable Virus After
Hardback book cover (buckram cloth)	1 day
Softback book cover	1 day
Plain paper pages inside a closed book	3 days
Plastic book covering (biaxially oriented polyester film)	3 days
DVD case	1 day

# REALM Update continued...

- Round 2 Material Testing
  - braille paper pages (closed in the book)
  - glossy paper pages (closed in the book)
  - magazine pages (closed in the magazine)
  - children's board books (closed in the book)
  - archival folders (stacked together)

# Counting Open Hours from DLD

- Hours the building is not “fully” open - including curbside pickup - will not be reported in the annual report as hours open
  - These hours should be tracked for reporting to local stakeholders

# HVAC Guidance from CDC

<https://bit.ly/2UMkijB>

- Increase ventilation rates
- Ensure ventilation systems operate properly and provide acceptable indoor air quality for the current occupancy level for each space.
- Increase outdoor air ventilation, using caution in highly polluted areas. With a lower occupancy level in the building, this increases the effective dilution ventilation per person.
- Disable demand-controlled ventilation (DCV).
- Further open minimum outdoor air dampers (as high as 100%) to reduce or eliminate recirculation. In mild weather, this will not affect thermal comfort or humidity. However, this may be difficult to do in cold or hot weather.
- Improve central air filtration to the MERV-13 or the highest compatible with the filter rack, and seal edges of the filter to limit bypass.
- Check filters to ensure they are within service life and appropriately installed.
- Keep systems running longer hours, 24/7 if possible, to enhance air exchanges in the building space.

# Computer Assistance

- Social Distancing & PPE
- Software Solutions
  - Windows 10 Quick Assist
  - AnyDesk

# Update Online Outlets

- Library Website
  - For MHLS Member Website Updates: [Techsupport@midhudson.org](mailto:Techsupport@midhudson.org)
- Social Media
- Google My Business

# New York State

- EO 202.44
  - “Any district or **special district**, including, but not limited to fire, **library**, sewer, or water, that conducts an election and/or budget vote shall be **rescheduled to September 15, 2020** and **collection of signatures for nominating petitions is hereby suspended** until further notice, subject to a process determined by a future Executive Order; provided however, a library district may conduct an election on June 9, 2020 pursuant to this Executive Order if such election is managed by a school district.”
- Open Meetings Law Adjustments: through July 6
- EO 205: Quarantine Restrictions on Travelers Arriving in New York



thank you!

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MID-HUDSON LIBRARY SYSTEM