Libraries and COVID-19
Planning for Reopening: A Checklist

Inputs
☐ Federal, state, local executive orders
☐ Federal, state, local health department guidance
☐ REALM Project research findings
☐ State, local government reopening plans
☐ Intergovernmental cooperation agreements (formal or informal)
☐ Administrative unit plans
☐ State library, library association, and consortium guidance
☐ Library patron confidentiality laws
☐ Board and staff engagement
☐ Legal consultation

Considerations
☐ Refinement of library policies
☐ Facilities cleaning
☐ Facilities modifications
☐ Protective equipment/supply needs
☐ Materials handling
☐ Staff training
☐ Phased opening of building for staff
☐ Phased opening of building for community
☐ Prioritized resumption of services
☐ Long term program and service adaptations
☐ Consortial agreements
☐ Internal communications
☐ External communications
☐ Recalibration/adjustment triggers

For additional information and links to resources on planning for reopening libraries, visit: ala.org/advocacy/plan-reopening-resources