



MEMORANDUM

Date: March 17, 2020

To: The Honorable Chairman and Members
Pima County Board of Supervisors

From: C.H. Huckelberry
County Administrator 

Re: **Closure of All Public Libraries**

Based on recent recommendations from the Arizona Library Association, as well as the new guidance from the Centers for Disease Control, regarding public gatherings of 10 or more people, the County will close all libraries effective, Tuesday March 17, 2020 at the close of the business day. This closure will continue until further notice.

Library staff will be reviewing the possibility of a limited reopening of the libraries to include at least two options: 1) limited library hours at 26 locations and, 2) examine regional library coverage as well as limiting hours to a single shift each day.

Finally, we are examining the option of limited access to libraries to utilize computers to the public if we can provide adequate social distancing to help prevent the spread of COVID-19 (Coronavirus).

Library staff will continue to perform work at the library or within the County to include the following actions and perhaps additional actions as the COVID-19 health crisis evolves:

- Continue online reference
- Call Center for the County Health Department
- Work on inventory projects
- Online staff training modules
- Deep cleaning of libraries and materials
- Curb side pickup of reserves
- Provide curbside pickup of snacks from snack program
- Provide support for other departments who have critical need

This Library closure is in effect until further notice.

CHH/anc

c: Jan Leshar, Chief Deputy County Administrator
Carmine DeBonis, Jr., Deputy County Administrator for Public Works
Francisco García, MD, MPH, Deputy County Administrator & Chief Medical Officer,
Health and Community Services
Amber Mathewson, Director, Library District