

CROWN POINT COMMUNITY LIBRARY DISTRICT

LOVE
YOUR

Library!

CROWN POINT ■ WINFIELD

SUMMER 2020

Special edition of the Check It Out



WELCOME BACK TO YOUR LIBRARY!

We are reopening - slowly and safely for everyone!

TEMPORARY
HOURS OF
OPERATION:

Crown Point - Monday - Friday : 9 a.m. - 6 p.m.

Winfield - Monday, Wednesday, Friday.: 10 a.m. - 5 p.m.

Tuesday and Thursday: 10 a.m. - 6 p.m.

Because we know things are changing fast.... This newsletter's focus is to help keep you connected with your library and informed on how the library is operating during the reopening phases of Indiana's Back On Track plan.

We invite you to stay connected with us and let us be here for you, because by working together we believe that we can continue building our community. For up-to-date information please visit our website or follow us on our social media channels.



REOPENING

On Monday, June 15, we reopened our buildings to the public with limited capacity. While we're eager to open our doors to the public, we believe it is important to do our part to prevent a resurgence of COVID-19, and are moving forward with an emphasis on safety and innovation to provide a safe environment for our visitors and staff.

While the Library was closed to the public, we've put into place measures and procedures to ensure the safety for everyone. Below is an outline of some steps we have implemented to keep our community connected to the library:

Despite the closure of physical library branches due to COVID-19, the Crown Point Community Library is still provided services for the community isolated at home. The Library provided the following to accommodate the community's need during the closure:

- Increased online access to the library's digital resources
- Facilitated an online system to process new library cards, updated expired cards or assigned pin numbers for community members.
- Created an eLearning Resource guide to assist schools and teachers.
- Provided outreach materials to senior living centers.
- Implemented virtual programming including story time, stem activities, and take & make crafts.
- Offered new online subscriptions: Creativebug, TumbleMath, TeenBook Cloud, and AudioBookCloud.
- Extended free WiFi access to the parking lot areas at both locations.
- Offered one-on-one reference assistance by phone.
- Offered contactless curbside service at both locations.

- Posting safety guidelines at our entrances
- Enhanced cleaning schedule of all high-touch surfaces
- Providing hand sanitizing stations at public desks
- All staff and visitors are encouraged to practice proper hand hygiene and respiratory etiquette
- Social distancing procedures:
 - Maintain at least a six-foot distance between people
 - Acrylic shields and social distancing markers in place at all public service desks
 - Seating will be eliminated/rearranged to support social distancing
 - Requiring all staff to wear masks and strongly encourage visitors to do the same

Altered methods of service for initial reopening:

- Limited service hours
- Library access will be limited to a "Grab 'n Go" service, allowing visitors to select materials for immediate check out
- All in-library programming and meeting room reservations remain suspended at this time
- Curbside services will continue through the summer
- Our book drops are open so you can return materials
- Library materials returned will quarantine for 72 hours before checking in and re-shelving, items will remain on patrons record during quarantine, however, no fines will accumulate
- All materials, checked out prior to our March 16 closure are due June 15, fees and fines will be waived through July 1; however, normal charges will begin after that date
- We are not accepting donations at this time

VISITING THE LIBRARY

HOW LONG CAN I STAY IN THE LIBRARY?

- Limited browsing time available.
- "Grab 'n Go" service will allow patrons to visit the library and select materials for immediate check out.
- No-contact curbside holds pick-up will continue to provide access to materials for our most vulnerable members of the community.
- These areas are not available for use at this time: Internet Cafe, Study Rooms, Quiet Room, Meeting Rooms, Indiana Room, Children's Program Room, and Game Room.
- Interactive play areas are temporarily closed.
- Visitors are encouraged to use the self-checkout stations to minimize contact between patrons and staff.

CAN I USE THE COMPUTERS?

- Yes, limited computers will be available for use.
- Computer session will be limited to 1 hour.
- Disposable plastic coverings are available for keyboard and mouse protections.

ARE VISITORS REQUIRED TO WEAR A MASK?

- While masks are not required to enter library buildings, they are strongly encouraged.

CAN I READ THE NEWSPAPER AND MAGAZINES IN THE BUILDING?

- Newspapers will be available on a table for reading for quick perusal only.
- No chairs will be available.
- All magazines except July issues will be available for check-out.

WHY ARE THE LIBRARY OPERATING HOURS DIFFERENT?

- Like many businesses and organizations, the library lost a number of staff that have decided to not return to work or opted for retirement during the library closure. As a result, the library will need to replace and train staff to cover our service hours. As staffing levels and budgeting allow, the Library will restore hours as we are able.

ARE LIBRARY MATERIALS SAFE TO BORROW?

- Yes! When library items are returned, they will enter quarantine for 72 hours before they can be checked out again. This is the maximum time COVID-19 can survive on a plastic surface (and that is under lab conditions designed to be ideal for the virus; in practice it is likely much shorter). The virus can only survive on paper for 24 hours, but the library is exercising an abundance of caution given the many varieties of materials loaned out.
- After you return an item, it will be three business days before it is checked in. Don't worry about your item(s) becoming overdue during those three days; the library has accounted for the quarantine period in our system and you will not be charged a fine if you return the item on time.
- Quarantining materials is more effective than disinfecting them using chemical, heat, or light treatments. Please do not attempt to heat, bleach, spray, or otherwise sanitize your library materials.



**Please wash and sanitize
your hands when using shared
materials and computers.**

SAFETY MEASURES PLAN

CLEANING PROTOCOLS:

FREQUENTLY USED SURFACES

- All frequently touched surfaces will be disinfected multiple times throughout the day.

LIBRARY MATERIALS

- Library materials will be quarantined for 72 hours before being reshelfed or requested by another patron.

SOCIAL DISTANCE / PROTECTIVE MEASURES:

- Library staff are required to wear masks
- Library visitors are encouraged to wear masks
- 6 foot social distance will be observed
- No contact curbside services available
- Sneeze guards placed at public desks
- Limited & spaced seating at the computer lab to ensure social distance

EMPLOYEE HEALTH SCREENING:

- All Library staff are to notify Director if they have any CDC recognized symptoms of COVID-19, and will be asked to remain at home in accordance with CDC guidelines or their healthcare provider.

HAND-WASHING / SANITIZING AVAILABILITY:

- The Library will provide access to multiple restrooms with hand-washing procedure guidelines posted.
- Hand sanitizer & tissues will be made available at public desks .



FRIENDS
of the
Crown Point Library

A note from the Friends of the Library....

We look forward to hosting our general meetings, book sales and fundraisers when it is safe for us to gather.

For updated information please visit the Friends page on the library's website

<https://crownpointlibrary.org/about/library-friends/>

and follow us on Facebook at

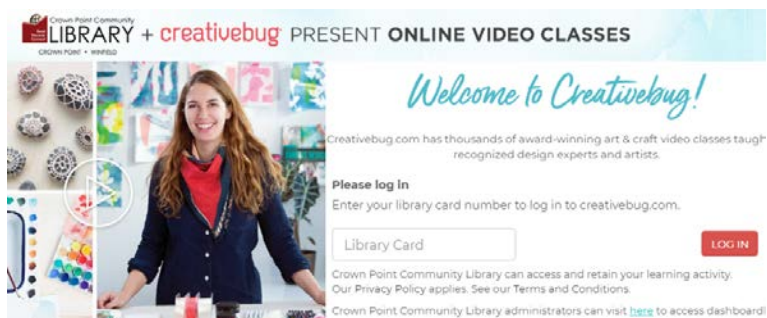
<https://www.facebook.com/FriendsofCPCL/>



Anson enjoyed our Story Walk of the book Bird Watch this week! This story is located in the grassy area outside the Crown Point location and will be up through the end of June before switching to a new book in July.

DIGITAL RESOURCES

The Library is still very much available to the public with digital collections and resources more accessible than ever. You can access ebooks, audiobooks, learning opportunities, and much more--all free with your library card!



Global Road Warrior Geography database
Driving Practice Tests Prepare for your Indiana's Driving Test
Inspire Databases State of Indiana database collection
Mango Languages 70+ languages to learn
National Geographic Magazine Archive
Novels For Students Gale Virtual Reference Library
SIRS Researcher Pro/Con Issues
TumbleBooks K-6 reading eBooks
TumbleMath K-6 math eBooks
Teen Book Cloud Grade 7-12 eBooks
Audio Book Cloud eBooks for all ages
Creativebug Arts & Crafts for all ages
Overdrive - eBooks for all ages
RBdigital - eAudio for all ages

RETURNING MATERIALS

- Book Drops inside and outside the building are open so you can return materials, but please refrain from handing materials directly to staff.
- Returned library materials will be quarantined for 72 hours before being checked in, as a result items will show on your account for an additional three days after you return them. No fines will accrue during quarantine time.
- All materials checked out prior to library closure are due June 15. Fines will be waived through the month of June, but beginning July 1 fines will be assessed.
- The Library is not accepting donations at this time.



CURBSIDE SERVICE



NO CONTACT CURBSIDE PICK-UP!

On Wednesday, May 20 the Library began offering no-contact curbside pickup for library materials at both locations.

1. To request library materials for curbside pickup:
2. Place a hold via the library's online catalog or call the Library location by phone.
3. Wait until to receive a call from the Library notifying you that your items are ready for pick-up.
4. Pull into a designated curbside pick-up spot, call the Library and notify the staff member of your parking spot number.
5. Remain inside your vehicle. Library staff will bring your bagged items out to you and place them on the curbside pick-up sign.



Your LIBRARY offers



**Connect to "CPCL Outdoor"
No Password Required**

Watch a video on how to place a hold
online <https://www.youtube.com/watch?v=jfi2qjBdbqQ>



CURBSIDE COMPUTING!

Our Curbside Computing service became available in late May after receiving a grant from the Lake County COVID-19 Response Fund. This Fund was made possible by the support of the Legacy Foundation, CP Community Foundation, Foundations of East Chicago and the John S. & James L. Knight Foundation Donor Advised Fund at Legacy Foundation.

The mobile carts are equipped with internet access, computer, printer equipped with scanning and copying capabilities. There are two mobile carts at Crown Point and one at Winfield.

Now that the library is open, the carts will be available in the Library lobby. They are on a first-come, first-served basis and there is no cost to use any of the features. Please be courteous of your time while others are waiting and practice social distancing. Library staff frequently sanitize the cart surfaces.



IN THE COMMUNITY



Follow the storybook pages
to read the book, **Dragons Love Tacos**.

June/July 2020

Crown Point Square Store Windows
Doubletree Plaza Store Windows in Winfield

*Pick up a flyer at the Library or any of businesses participating
in the Library's Summer Story Walk
for directions on how to enjoy this special event this summer.*



Brycen, 7 and Cambrynn, 5 enjoyed reading our story walk of the book *Bird Watch* recently. If you haven't had a chance to check it out, you might want to stop by before the story walk magically changes to a new story about unicorns!

CROWN POINT SQUARE STORE WINDOWS

- | | |
|------------------------|--------------------------------------|
| 1) Alex's Barber Shop | 9) Music of Oz |
| 2) Epic Popcorn | 10) Papa's Deli |
| 3) China King | 11) Crown Point Community Foundation |
| 4) Provecho | 12) Café Fresco |
| 5) 12 Islands | 13) Sip Coffee House |
| 6) The Artful Garden | 14) Manning & Mouratides, P.C. |
| 7) Blue Ribbon Vintage | 15) Blue Pear |
| 8) Mullen & Associates | 16) Bapple & Bapple, Inc. |

DOUBLE TREE PLAZA STORE WINDOWS

- 1) Anytime Fitness
- 2) China Star Restaurant Inc.
- 3) State Farm Insurance - Nikol Gagna
- 4) Winfield Branch Library
- 5) Ivy Rehab Physical Therapy
- 6) CVS Pharmacy
- 7) Wise Way Food World



Visit us at the
CP Farmer's Market!

July 18

August 15

September 12



SUMMER READING



June 1 - July 31

Summer Reading is for ALL AGES!

Despite the COVID-19 pandemic Crown Point Community Library will keep readers of all ages reading throughout the summer!

This year's theme is Imagine Your Story, and the library will celebrate literature from the fantasy, folk tale, fairy tale, and mythology genres.

The virtual program will last through the months of June and July. No in-library programs will take place, but the library will offer curbside activity bags, virtual online programs, and other socially distant activities.

SIGN UP ONLINE

or at the Library!

<https://crownpointlibrary.org/events/summer-reading/>

- Sign up online or at the Library
- This year there will not be weekly check-ins.
- Participants will read and submit reading logs online to be entered for prizes

Kids/Teens:

- June 29 - July 3: Registered readers can stop in to pick up a brag tag and treat coupon
- July 20 - 31: Registered readers receive a prize bag and book. Kids with over 600 minutes and teens with over 1200 minutes receive one raffle ticket
- August 3 : Raffle winner will be drawn

Adults:

- Participants will be entered into prize drawings for every reading log entered
- Winners will be contacted. Prizes will be available for pick up at a later date

Imagine Your Story



SUMMER READING

June 1 - July 31

Summer Reading is for ALL AGES!

SIGN UP ONLINE or at the Library!

<https://crownpointlibrary.org/events/summer-reading/>

CURBSIDE ACTIVITY BAGS - FOR TEENS AND KIDS!

Activity bags are filled with some supplies and instructions to complement our virtual programming. The bags are available at both library locations, in a tub, near the front entrance. Supplies are limited, please be kind and take only one bag per child.

- Monday: Storytime-to-go
- Tuesday: Steam at Home
- Wednesday: Family Activity
- Thursday: Teen Activity
- Friday: If you missed a day to pick up one of our curbside activity bags we will have any leftover bags available. Supplies are limited, not all activities will be available.



WEEKLY THEMES

Each week will have a different theme. Curbside activity bags full of fun sheets, craft activities and goodies related to the weekly theme will be available, in addition to virtual programming on our website or on our Facebook page

- Week 1 — Register and beginning reading!
- Week 2 — Royalty
- Week 3 — Nursery Rhymes
- Week 4 — Heroes
- Week 5 — All About Me
- Week 6 — Sea Stories
- Week 7 — Magical Creatures
- Week 8 — Magic



Subscribe to our YouTube channel! Many of our virtual programs have a curbside activity that compliments the program!



Imagine
Your
Story

Students compete to win the Summer Reading Champion trophy for your school!

School Summer Reading Competition

- For every 100 hours the school will get a cloud with the number of hours their students have read. Once the school has reached 1200 they will get a golden egg.
- The school with the most golden eggs by July 31 wins the trophy!
- All Crown Point Community School District and homeschool students in grades K-8 are eligible to compete.
- Read, Log Your Minutes Online Every Week!
- Check back every week to see what school is climbing the beanstalk the fastest!



VIRTUAL PROGRAMMING

A different kind of summer *for all of us!*

For the safety and health of our community, we will be offering virtual programming until we can be confident about safely applying social distancing guidelines. In the meantime, please enjoy the many curbside activity bags we offer that compliment our virtual programs recorded, available on our YouTube channel, and our social distancing book club that meets on Facebook.

Subscribe to our YouTube Channel
for great virtual programming!

[https://tinyurl.com/
CPCL-Virtual-Programming](https://tinyurl.com/CPCL-Virtual-Programming)

Like and follow our Facebook page for up-to-date
Library service information and virtual programming
announcements!

[https://www.facebook.com/
CrownPointLibrary](https://www.facebook.com/CrownPointLibrary)

Follow our Pinterest boards! They are filled with
additional information that compliment our
virtual programs.

[https://www.pinterest.com/
CrownPointLib](https://www.pinterest.com/CrownPointLib)





Spin A Hoosier Tale with Indiana Room Specialist, Jeanene Letcher, and *Imagine...*

IMAGINE YOUR FAMILY CREST

Learn how to create your family crest with this brief tutorial . Tips on techniques to pick the crest shape and design with symbols and colors. Tag us on Facebook and share a pic of your family crest!

IMAGINE YOU'RE ON MOLLY THE TROLLEY

Since we are unable to ride Molly the Trolley for the full Historic Homes of Crown Point tour, imagine yourself on Molly ! Jeanene features several of the places along the tour, plus a few extras not included on the tour. "Tours" will be released periodically throughout the summer, so keep looking for new places to visit.

IMAGINE YOU'RE IN THE INDIANA ROOM

Jeanene takes you on a virtual tour of the Indiana Room and shows you some features of interest, plus a little surprise!

Take your learning home and visit the Indiana Room's online blog If Solon Could See Us
Now? <https://crownpointlibrary.org/research/indianaroom/if-solon-could-see-us-now/>

Or, if you are on Twitter you can follow the Indiana Room @CPCL_INRoom for tweets on genealogy, preservation, and history.

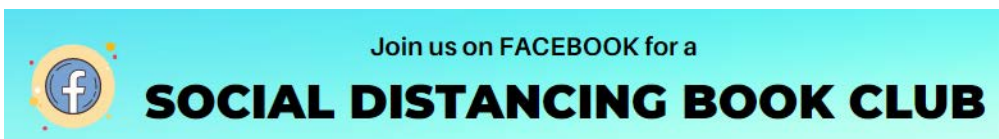
genealogy@crownpointlibrary.org
219-306-4593

GHOST SIGNS OF CROWN POINT

Take a virtual tour and learn about some of downtown Crown Point's Ghost Signs.

DESCENDANT DROP-IN: THE GENEALOGY HELP PROGRAM

This program is postponed for the moment, but you can contact the Indiana Room by phone 219-306-4593 or email genealogy@crownpointlibrary.org for any of your genealogy questions and stumpers.



Looking for a great book to discuss at YOUR book club meeting?



"BOOK CLUB TO-GO" KITS

- The library's "Book Club to Go" kits are available for your book club to check out!
- The kits include copies of the book, author information, and discussion questions.
- The Library has between 10-20 copies of each title.
- Kits are allowed to be checked out for six weeks and titles can be requested in advance.



QUESTIONS?

Contact Erika at (219) 306-4597
ewagner@crownpointlibrary.org



CPCL staff miss seeing and interacting with our patrons, and are grateful that we can continue to serve the community during this difficult time. The entire staff has worked hard to expand digital and virtual library resources, implement contactless curbside services, and create virtual programming to continue to be the place where people go for help, information, and entertainment. Thank you for your patience and understanding as we move forward.

The Library embraces its role in the community as a "community hub" or gathering space, and looks forward to welcoming community members back into the building in a responsible and measured way.

Thank you for your patience and for doing your part to keep our community safe!

The Library's reopening plans are subject to change based on local or state health officials' recommendations. For the latest updates on Library services, please visit www.crownpointlibrary.org and follow us on Facebook.

Stay Up-To-Date:



tinyurl.com/CPCL-Updates



facebook.com/CrownPointLibrary/



Crown Point Community Library

Main Library

122 N. Main Street
Crown Point, IN 46307
(219) 663-0270

Winfield Branch

10771 Randolph Street
Crown Point, IN 46307
(219) 662-4039

www.crownpointlibrary.org