

## **MEMO**

TO: Appleton Public Library Board of Trustees

FROM: Tasha Saecker, Assistant Director

DATE: 1/12/2021

SUBJECT: Continuity of Operations

At this point, the Appleton Public Library continues to provide curbside service and no additional access to the building. While in the beginning of January Covid cases were dropping, they are now beginning to climb again. Even with the January drop in cases, Wisconsin and Outagamie County's Activity Level continued to stay in the Very high category. More recently, our burden (per 100,000) in the state and county has started to increase again as well.

To ensure the safety of our community and staff, we will continue to offer curbside service at this time. We will monitor the Activity Level and burden both locally and statewide while working with the City Health Department to figure out when it is safe for us to resume in-person services again.

I hope to have better news for you in February about the Covid rates we are experiencing and returning to more in-person services this spring.