



French Canadian Genealogical Society of Connecticut, Inc.



November 6, 2021

Dear FCGSC Members and Friends,

We are pleased to announce that our library is now open for patron use on Saturdays from 1-5 P.M. We are monitoring the current COVID-19 situation and hope to gradually return to normal library operating hours as the pandemic situation improves.

To ensure the safety of library volunteers and patrons, many of whom fall into at-risk groups because of age or health conditions, some temporary changes are still in effect. **Both patrons and library staff are required to wear a mask, provide proof that they are fully vaccinated against COVID-19. Patrons MUST make an appointment by phone or email before coming to the library.** We want to keep everyone as safe as it is possible to be. We have installed a hospital grade air purifier in the research room for your protection. For those members who are unable to be vaccinated or who do not wish to be, we offer distance accommodations including regularly scheduled phone and Zoom consultations, library material lookups, and responses to questions via email. Please contact us at info@fcgsc.org for more information about these accommodations. We will gladly work with you to find answers to your research questions.

Library rules and procedures include the following:

- Library use continues to be by **appointment only**; blocks of two hours must be reserved in advance by phone or requested and confirmed by email. If a patron has reserved a two-hour block and the next block is empty *when their reserved hours end*, they may request to stay longer.
- No more than two (2) patrons will be admitted to the library at one time. With advance notice, two persons who arrive together and wish to work together may be counted as filling one reserved seat. Only one two-person team will be permitted per time slot.
- With the above exception, patrons will be seated at least 6 feet apart and a minimum of 6 feet from the librarian's desk.
- The break room may not be used except for access to the restroom or for use of the city directories.
- Self-service copying is temporarily suspended. Patrons may complete a copy slip and place items to be copied by the librarian in a designated area.

To reserve a seat at the library, please call 860-872-2597 and leave a request with your call-back number, or email us at info@fcgsc.org, with the word "Reservations" in the Subject line of your message. Phone and email messages are checked at 10 AM and 7 PM each day, and a volunteer will return your calls. If we receive no reservation requests by 7 PM on Friday, the library will not be open the following day.

Our hours are limited in part because of a shortage of volunteer librarians. If you wish to volunteer, please call or email us and we will respond to you as soon as possible.

We are looking forward to reopening the library and hope to see you again soon.

Sincerely,

Maryanne

Maryanne LeGrow, Ph.D.
Library Director