

December 13, 2020

Dear Placentia Library District Patrons,

We have just been informed earlier tonight that one of our staff members tested positive for COVID-19 on December 10<sup>th</sup>. H/She was last in the building on December 3<sup>rd</sup> and is doing well. Out of an abundance of caution for our team and our community, we have instructed staff members who worked with said staff to get tested. Due to HIPAA compliance, we are unable to provide you with a name.

Our library will remain open, Tuesday-Saturday, 10am-5pm. We have activated Team A while Team B remains in quarantine. All services, including curbside, in-person, take home kits, virtual programming, passports and exam proctoring remain available to our patrons.

Thank you for patience and understanding. If you have any questions, please feel free to email me at [jcontreras@placentialibrary.org](mailto:jcontreras@placentialibrary.org).

Respectfully,

Jeanette Contreras