



INFESTATION POLICY

Purpose

The Livonia Public Library actively works toward the prevention and containment of infestations including but not limited to bed bugs in all materials and on library premises. The library ensures its staff is trained in detection, containment, reporting, and treatment protocols.

The Livonia Public Library pledges to:

- Reduce the risk of an infestation to staff and patrons through ongoing inspections of library facilities and materials by library staff.
- Contract only licensed, accredited, and reputable pest detection and control companies for inspection and treatment when necessary.
- Review the detection, containment, testing, and treatment procedures on an ongoing basis and update these procedures according to best practices.
- The Livonia Public Library recognizes all patrons and staff have a role to play in controlling infestations in our community. All patrons, staff, and volunteers must immediately report any sighting of live or dead bugs or evidence of bugs to the Director.

Staff Protocols

Staff will routinely inspect all incoming materials, including those returned at the Information Desk, in the book drops, and through interlibrary loan delivery, for signs that bugs are or have been present including live or dead bugs, eggs, nymphs, casings, and feces/spotting associated with insect infestation.

All items identified by library staff as potentially containing infestation or evidence of infestation will be promptly quarantined. Research and implementation on current best practices for proper treatment of infested library materials will be handled by the Library Director. A licensed and accredited pest control company may be hired to determine degree of infestation and proper treatment. After treatment, materials will be re-inspected. Materials may be discarded at the discretion of the Director.

Patrons will be notified by the Livonia Public Library if any materials they have returned contain an infestation or evidence of infestation. Library patrons experiencing a infestation in their residence will be placed on a temporary suspension from the library until after the patron presents proof to the Library Director that their residence has been successfully treated for and eradicated of bed bugs by a licensed and accredited pest control company.

If it is suspected that there is an infestation inside the building including in/on library materials and/or furniture, the library will immediately close with Library Director approval so that an inspection can take place by a licensed and accredited pest control company.



If the inspection is positive for infestation, a licensed and accredited pest control company will be contracted to treat the building.

If the library is closed due to infestation treatment, it will not reopen until the Director is confident that the library has eliminated the infestation and has reviewed its prevention and treatment protocols. The Livonia Public Library Working Remotely Policy will go into effect at this time.

The Livonia Public Library is committed to providing a comfortable workplace for all employees. Therefore, the Livonia Public Library will reimburse the cost to any employee whose belongings, car, or house need to be treated for infestations that were transported from the library.

Patron Protocols

Library patrons must cease to use library facilities or borrow materials if they are experiencing an infestation until their residence has been successfully treated for and eradicated by a licensed and accredited pest control company.

If a patron discovers an infestation, eggs, nymphs, casings, or feces/spotting associated with an infestation in Livonia Public Library materials, the patron must immediately do the following:

- If the materials are inside of the library, immediately take them outside, then alert a library staff member of the issue.
- If the materials are outside of the library and in the possession of the patron, place the materials into a sealable plastic bag. DO NOT bring the item inside the library building. Call the library (585-346-3450) to inform a staff member of the problem.

Patrons must NOT use book drops to return materials with an infestation or evidence of infestation.

Patrons are prohibited from self-treating the library or library materials that are suspected to contain infestations.

Due to the nature of infestations, the library does not assume responsibility for possible contact with insects. The library will work to minimize patron contact as much as possible and requires all patrons to notify the library of any infestation related issues when concerning library materials.

Donations

Donors must inspect materials for evidence of infestations prior to bringing them to the library.

Identified persons donating materials to the library with infestation or evidence of infestation or other pests will be prohibited from making future donations.



Ongoing Use Evaluation

The Infestation Policy will be periodically evaluated in relation to the mission of the Livonia Public Library by the Director and Board of Trustees. The Director and Board of Trustees may update or modify this policy as needed with Board approval.

Questions or concerns regarding the Livonia Public Library or this policy should be forwarded to the Director.

ADOPTED by the Livonia Public Library Board of Trustees 8/25/2022