

E-mail from Library director about lunches:

From: Alison Ames Galstad

Sent: Monday, April 6, 2020 5:31 PM

Subject: Lunch Delivery - Please Read

Hi, everyone,

The Mayor, City Council, and Kelly are very appreciative of everyone's efforts through this trying time. They would like to provide lunch for employees on Tuesday and Wednesday this week. They realize this is a bit complicated with all of the varying shifts and employees working from home, but they will do the best they can to provide for as many as they can.

They will be delivering several boxed lunches to the Library tomorrow and again on Wednesday, between 11:00 and 1:00. For the staff working outside of these standard lunch hours (e.g. the afternoon shift, or evening rotation) those extra lunches should be put in the refrigerator. There should be enough lunches delivered for both teams C D (morning) and D A (afternoon), and on Wednesday there should be enough delivered for team B C (morning), the RH/KH evening team, and team A B (Thursday afternoon).

The delivery person will either ring the doorbell and leave the lunches at the staff entrance, or they will call the library main number to announce the arrival of the delivery.

Thanks, everyone ~

Best,
Alison