

VILLA PARK



HISTORICAL
SOCIETY

220 S. Villa Avenue, Villa Park, IL 60181 phone 630-941-0223

To our visitors, members, docents, and volunteers

The Villa Park Historical Museum has finalized plans to reopen. Our absolute priority is the safety of all visitors, members, docents and volunteers in these difficult times.

As of July 7, 2020, we will be reopening our doors to the public. Our hours of operation are Tuesday through Friday, 11-3:00pm, and Saturday-Sunday from 10-4:00pm. This schedule may change depending on our ability to meet acceptable safety standards and/or if the State of Illinois Restore Illinois changes their guidelines.

Before you visit, even if you have been a regular visitor in the past, please take the time to review the following procedures and policies. There are significant changes from the way that the Museum has operated in the past. We expect these will be temporary, and we intend to modify them in phases as both health conditions and regulations permit.

Our Promise and Our Expectations

The Museum is committed to taking all necessary steps to maintain the health and safety of visitors, members and volunteers. We're doing our part to keep you safe, but we can't do it alone.

The success of our Reopen Plan requires the cooperation of everyone.

Our visitors, members, docents and volunteers can help ensure the health and safety of all by agreeing to the following:

Visitors, members, docents and volunteers are required to follow all policies of our private nonprofit organization and museum.

Visitors, members, docents and volunteers that have been exposed to COVID-19 recently or have symptoms of COVID-19 (including a fever, cough, or shortness of breath) will not visit or volunteer.

We recognize that no practical level of precautions can provide absolute security against infection. Visitors and members that have underlying health conditions or are otherwise concerned about contracting COVID-19 should not visit the Museum.

New and Updated Policies Currently in Place

1. **Access to the Museum will be limited to 10 persons** per State of Illinois Guidelines based on our capacity. We have placed a **30 minute per visit limit per visitor**. Self-guided Tours will be conducted during opening hours on the hour and half hour. Museum door entrance will be locked from the outside. Visitors are invited to view the outside window displays or form a line respecting social distancing in line formation. **Strollers are not allowed inside museum.**

2. **Face coverings are required for everyone ages 2 and up upon entry to Museum.** Please bring your own face covering and wear it at all times. All face coverings should:
 1. Fully cover your nose and mouth and allow you to remain hands-free.
 2. Fit snugly but comfortably against the side of the face.
 3. Be made of breathable material, either disposable or reusable. Costume masks are not considered appropriate and are prohibited.
3. **SOCIAL DISTANCING of 6 feet** must be observed while in the museum.
4. **Hand sanitizing station** is located at the check-in desk.
5. **Filling out our Historical Museum Contact Information form at the check-in desk is required for entry.** All visitors, members, docents and volunteers will be asked to confirm that no one in their party has exhibited a temperature or other COVID symptoms in the previous 24 hours, nor knowingly been in contact with a positive test result within the previous 14 days. (For CDC and IDPH contact tracing).
6. We reserve the right to carry out a temperature check before allowing entry to the Museum. Anyone with a temperature of 100.4 degrees Fahrenheit or greater will be denied entry.
7. **SIGNAGE** throughout the museum encourages social distancing of at least 6 feet between non-household individuals, use of face masks, and good hand hygiene. Please respect indicators of direction and distancing.
8. Frequent and enhanced cleaning and sanitization is occurring throughout our museum, with particular focus on high-touch areas, such as door handles.

MUSEUM EXHIBITS

- We ask our visitors to **NOT TOUCH** the Museum exhibits, displays, signs, and glass show cases.

PUBLIC BATHROOM NOT AVAILABLE DURING PANDEMIC

- Due to limited staff and the complex cleaning requirements made by the State of Illinois, we have decided to close our bathroom to the public.

SALE OF WATER

- For your convenience, the museum will sell water for \$1.00 a bottle. Exact change is appreciated.

GRANDMA'S ATTIC VINTAGE RESALE SHOP

- Gloves must be worn if you would like to examine an item in Grandma's Attic to make a purchasing decision. A Docent will provide gloves when asked. All purchases are cash only. Docents must wear gloves when handling money.

GIFT SHOP

- All purchases are cash only. Docents will wear gloves when handling money. Items in the show case are new merchandise.

REFERENCE / RESEARCH LIBRARY

- Our Reference and Research Library will be closed to the public. Docents, if time is available, may assist with simple information requests. Otherwise, a form must be completed. Museum board member will call you back to set up an appointment.

GRANDMA'S ATTIC / MUSEUM DONATIONS

- We appreciate your wanting to donate items to the museum based on what was acceptable to receive in the past. However, due to the new COVID-19 Guidelines, appointments must be made in advance for an appointment to drop-off. Items will be under quarantine for a week before detailed paper work can be prepared. Donor must fill out their name, address, and phone number on supplied form at drop-off.

IN SUMMARY - COVID-19 presents all of us with challenges we never could have imagined, but everyone at the Museum is excited to safely welcome you back! We are committed to the health and safety of all, and with your help, we will all be able to enjoy the Museum's wonderful collection once again.

Sincerely -Villa Park Historical Society Board -Villa Park Historical Museum