

Myers Memorial United Methodist Church

~ Indoor Group Meeting ~

approved September 13, 2020

The safety of all our members and guests is our overriding priority. As the coronavirus (COVID-19) pandemic continues we are monitoring the situation closely and following the guidance from the Center for Disease Control and Prevention, local health authorities, and the directions given to us by the Bishop of the Western North Carolina Annual Conference. In order to prevent the spread of the coronavirus and reduce the potential risk of exposure at Myers Memorial UMC (MMUMC), we are asking that all participants covenant to the following before coming to our campus for an indoor small group function.

1. The Group must be planned in advance and approved on the MMUMC church calendar.
2. The Group meeting should be held to one hour or less.
3. The Group can meet indoors in approved spaces as the individual space allows. Multiple groups can meet simultaneously as long as they remain in their designated spaces.
4. The Group leader must communicate requirements to all participants prior to the group meeting, so that everyone is fully informed. (For example, you may choose to email this document to all participants.)
5. Approved spaces for group use: Sanctuary (25), CFC (25), Asbury Class (6), Youth Lounge (12), Narthex (10), Handbell Room (3). This number includes volunteers, leaders, and participants.
6. Participants are to enter and exit according to the space being utilized. Access to these spaces are:
 - a. Narthex (enter and exit via stained glass doors of the Sanctuary)
 - b. Youth Room (enter and exit via back door at Scout Hut)
 - c. Asbury Room (enter and exit via CFC portico door)
 - d. CFC (enter and exit the building via Office doors, enter and exit the CFC via the CFC doors in the office space)
 - e. Handbell Room (enter and exit via music suite doors)
7. The Group leader should plan to arrive early enough, to prop the door open so that he or she is the only person to touch the door handle. Participants should all enter and exit from the opened door.
8. Participants are asked to bring their own chairs or use the chairs provided in the space. The Group leader is responsible for sanitizing and cleaning all provided chairs that were used at the conclusion of the meeting.
9. Participants must agree to stay in the group meeting space. Restrooms are only to be used in an emergency situation. Rest rooms are available in the designated area for your group space. High touch point areas in the restrooms should immediately be wiped down and

sanitized by the individual when used. The church office should also be informed of any bathroom usage so that a follow-up cleaning can happen after the event.

10. Participants are asked to sanitize their hands upon arrival and regularly throughout the event. Groups are responsible for providing their own hand sanitizer.
11. Participants agree to practice social distancing at all times (remaining 6 feet apart) throughout the event.
12. Participants over the age of 3 are required to wear a mask or face covering.
13. The Group leader must complete an attendance roster indicating the names and a contact number for all participants. If the participant is a minor, the parent/guardian must also be listed.
14. By listing one's name on the attendance roster, each individual or the individual's parent/guardian agrees to abide by the above requirements and also affirms that:
 - a. During the last 14 days, the individual has not had and is not presently experiencing any of the following symptoms: fever, cough, shortness of breath or difficulty breathing, sore throat, chills, new loss of taste or smell, new onset of head or muscle ache, nausea, diarrhea or vomiting.
 - b. In the past 14 days, the individual has not been in close proximity to someone experiencing the above symptoms or has not been around someone who is under investigation for or tested positive for COVID-19.
15. The Group leader is responsible for submitting the attendance roster to the MMUMC office within 48 hours of the group meeting. Digital reporting is preferred to reduce contact.
16. The Group leader is responsible for making sure all spaces used by the group (chairs, rest rooms, door handle, etc) are cleaned and properly sanitized at the conclusion of the meeting. Acceptable cleaners have been purchased by Myers Memorial UMC and can be found in the approved meeting spaces and rest rooms. All any indoor surfaces must be cleaned using the provided Clorox/Lysol wipes and Clorox/Lysol spray.
17. At this time, no food should be served or shared during these gatherings (i.e. no picnics, coffee hour, potluck, snack suppers). Prepackaged, individual servings of food items may be given out, yet not consumed on the property; ministries that include food preparation require the use of gloves, masks, and proper sanitation before and after. (i.e. Weekend Backpack Food Program, Boys & Girls Supper Club)
18. The Group leader is responsible for collecting any trash, placing it in the outdoor dumpster at the conclusion of the meeting.
19. Failure to comply with these guidelines and any other previously agreed upon may result in the Group no longer being able to meet at MMUMC.

Updated & Approved by Church Council Vote: September 13, 2020