

Small Group Meeting Guidelines
Davidson United Methodist Church
August 24, 2020

The following guidelines have been enacted for the safety and health of participants at DUMC and will continue to follow rulings of North Carolina state, local government, and recommendations set forth by the Western North Carolina Conference (WNCC) office.

1. There are designated zones on the church campus that currently allow for and will accommodate gatherings. The zones open for small groups meetings are the Congregational Care House and specific classrooms in the Alexander Education Building. Other zones currently in use and are not open for small group usage are the Sanctuary (for live streaming) and the Chapel (for Holy Communion).
2. No meeting is to exceed twenty-five (25) adult-aged participants indoors (distancing policies will determine room availability and maximum number per room) and fifty (50) outside.
3. All participants will adhere to the 6' distancing guideline. Rooms have been set up with designated floor markings for chairs and rooms not available for use have been locked.
4. All participants are required to wear masks indoors and/or during outside group meetings.
5. All those attending the meeting will provide the group leader with the following contact information: name, street address, phone number, and email address.
6. Due to size constraints, groups over 10 can also provide a virtual meeting option. Staff will advise and work with your group to help make this happen.
7. At this time, only groups within the ministries of DUMC can schedule on campus meetings.
8. Basic meeting guidelines:
 - a. Meetings are permitted, Sunday-Thursday, start/end times will be staggered for reduced traffic congestion.
 - b. Meeting time can be scheduled between 9:00 a.m. – noon or between 4:00 – 9:00 p.m. Start times will be staggered if multiple groups are using the Alexander Education Building on a given day.
 - c. A staff liaison will unlock and lock the rooms/spaces on campus according to the meeting times – no keys will be issued.
 - d. No food or drink is allowed into the meeting space.
 - e. No children are to be present during adult small group meetings, nor will childcare be made available.
 - f. Small group leaders securing use of rooms/meeting space will be asked to sign *DUMC's On Campus Covenant*, stating:
 - i. their meeting participants will adhere to the above stated guidelines and that the meeting participants have read and agree
 - ii. that for contact tracing purposes, they will submit a roster of attendees.

9. Each group leader will direct their members to the covenant. Group members' presence on campus is an outward sign that they acknowledge and are in alignment with *DUMC's On Campus Covenant*.
10. Once a group leader has completed *DUMC's On Campus Covenant*, they are able to reserve meeting space by contacting Charlotte Thomas (cthomas@davidsonumc.org). Room reservations are subject to approval.
11. The Small Group Meeting Guidelines will be reviewed and assessed regularly, updates will be communicated, as any changes are made.

Updated: September 8, 2020