# BGCUMC RE-OPENING PLAN

# June 12, 2020

## Intro

The Reimagining Task Force (RTF) is made up of 9 church members: Susan Boegli, David Davis, Joann Guerds, Kathy Mar, Del Perkins, Roger Roulet, Lori Rodriguez, Nancy Volgamore and Doug Shaul.

We will loosen our restriction very conservatively (see re-opening chart). At that time, the building will open, and the church will continue social distancing and wearing masks whenever people are in the building for business, outreach or fellowship and of course during worship.  No more than 60 people will be allowed in the sanctuary. We are installing options where the service can be live streamed into the narthex, fellowship room, as well as people’s home. The narthex and fellowship room will accommodate over-flow. No more than 15 people can sit in the narthex, and no more than 10 in the fellowship room.  There will be no congregational singing, choir, offering plate that is passed throughout the rows or passing of the peace.  Offerings may be made upon entering and exiting worship as well as on-line giving.  The liturgy and prayers of communion will continue without the actual receiving of bread and juice. Soloists may offer special music by standing by the alter which is 15 feet from the first row of chairs.

## Assessment

The RTF Team made several assessments prior to developing the plan. A survey by the task force can be found in Appendix A. A telephone assessment was done of all congregants we were able to reach. The format followed for the phone assessment can be found in Appendix B.

**For All Fellowship, Support Groups, Meetings and Office Administration**

Post Service Fellowship, Small Group Meetings, Administrative Meetings and Office Use:

During good weather, chairs may be set up in the North parking lot. Congregants will be encouraged to bring their own camping chairs. Disabled parking will remain the same and a section away from the disabled parking will be cordoned off for fellowship gathering. Fellowship will not be an option when weather is not comfortable for outside gatherings.

**Contact Tracing Tracking**: All people entering the building will be asked to sign in at the two entrances that will be used.

**Supplies:** Nancy Volgamore, our church secretary, will inventory existing supplies and obtain the necessary cleaning wipes, hand sanitizer, gloves, soaps, masks and paper towels.

**Cleaning:** Our janitorial service will clean and disinfect 2 times a month with the exception of when Red Cross uses our building. On those months the service will clean and disinfect 3 times a month to ensure a deep cleaning happens the day before and the day after the Red Cross visit. When we reach phase 4, the janitorial service will resume their weekly contract.

## The Worship Plan

### Preparation

#### Obtaining required supplies

We will order disposable masks for those who forget to bring their own. There will also be a gift basket of home-made masks that people can take as they wish. Those who sew are invited to make these gifts for the congregation. We will not need to disinfect the fabric on the chairs, as it will be one week between services. David Davis will find additional fans for ventilation during warm months. Items that are left (forgotten) at the church between services will be removed by the church secretary on Monday. Disposable items will be disposed and personal items will be bagged and left in a container in the office for pick up.

#### Physical reopening

##### **Services at church**: When we enter into Phase 4, we estimate the sanctuary will accommodate 60-75 people in the sanctuary which is dependent upon groups of chairs for households sitting together with a 4-foot gap between each household. We moved from 6 feet pf social distancing to 4 feet, as the requirements for phase 1 and 2 require strict adherence, phase 3 with moderate and phase 4 with limited. Since we will not have worship until phase 4, we decided a 4-foot gap between people is sufficient. With the same formula applied to the narthex, 15 people will be allowed, and no more than 10 people will fit in the fellowship room.

Streamed or zoomed services: A camera will be purchased for live streaming of the service. Live streaming will happen on the screen in the narthex, fellowship room and on-line. Scott Wistrand will install a system for livestreaming and Mary Martha will purchase the needed equipment. Our church secretary will be trained to use the sound booth for each service that includes the power point for worship, sound, and live streaming.

Date: TBD as per Bishop Elain Stanovsky’s leadership.

Parking: By phase 4, we should be able to resume normal parking, using masks to and from cars.

Incoming foot traffic flow: Someone will stand outside and direct foot traffic. Families will be directed to come in 6-10 feet apart. If there are waiting lines to enter, we will put marks on ground/floor so people know where to stand similar to what the stores are doing. Both the front doors and the side emergency door will be available for incoming traffic.

Greeters: The people working to direct foot traffic will serve as greeters. Greeters will remind people to social distance if they aren’t. The number and type of greeting is yet to be determined. Margaret will wear gloves and a mask and stand inside the door. Perk or others can go outside and direct people in. The door closest to the parking lot will be used for entry. Dave or others on the inside can direct people to seat. Masks will be given to any individual who does not have one.

Restrooms: Restroom doors will be kept shut. Only one person at a time will be permitted to use the bathrooms. A greeter will stand outside the bathrooms and wipe down with disinfectant the bathroom after each use.

Signage, traffic cones, and help with in-flow: Our church secretary will create required laminated signs while in Phase 4. She will create and post signs with rules and reminders, and signs showing directional foot traffic flow.

Seating: Seats will be set up in twos. Groups larger than 2 can bring seats together. Each group of chairs will be set 4 feet apart. 8 chairs will be reserved for visitors.

Exclusions from traditional service: There will be no singing, hand shaking, wind instruments, receiving of elements of communion, passing of the peace, choir or passing of the plate. In addition, masks will be required. If people refuse to wear a mask, offered at each entrance, they will not be able to participate in the building.

Modification from traditional service: There will be no traditional bulletins, but we will continue to project liturgy on the screen. Solo singers will be able to offer special music by standing by the altar that is 15-20 feet away from the first row of seats.

Minor or no change from traditional service: Placement of liturgist, pastor, pianist.

Exiting the church: A benediction will be read at the end of the service and the pastor will leave the sanctuary without greetings. Congregants will then exit through rear doors and emergency exit in the front of the building. All will continue social distancing.

## The Outreach Ministries Plan

**Food Bank, Just One Thing, Homeless Bags:**

Most of our outreach ministries have continued throughout the quarantine phase 1 of the covid 19 breakout. However with the economic changes and the quarantine, there has been a decrease of activity. The Food Bank will continue to take non-perishable food donations; however, they have requested donations of money. This will allow them to purchase at a much-reduced rate food items that are of the greatest need. We continue to collect requested items for Just One Thing (Battle Ground Homeless Youth), and homeless bags for everyone to keep in their car and pass out as needed.

**Family Promise:**

We have determined that in Phase 4 our participation in Family Promise must be reconsidered. The leadership of Family Promise is working on planning and implementing a revised program for our church that will include donations of food and money and assisting other churches to house the program. However, families will not be housed in our building as it is too challenging to abide by our Phase 4 rules due to the layout of our building. When we move to the “beyond Phase 4” this ministry will resume as we’ve served prior to the Covid-19.

**Red Cross:**

Red Cross is an essential non-profit that uses our building every six weeks. They will continue to use our building throughout each stage as long as they use the state requirements. They have been extra vigilant in the past and their protocol is far more strict than the state.

### Appendix A

* 1. What traditions are successful that we can bring forward or highlight?
  2. What traditions must we suspend?
  3. What in our history could empower people or inspire them?
  4. What activities will need modifications?
  5. How and who will clean and disinfect?
  6. What shall we use for surface sanitizer?
  7. Who and how will this be done?
  8. What is the Maximum # of people allowed in each room?
  9. Is there good ventilation?
  10. Who will remove Bibles Hymnals, etc from seats and where should they be stored.
  11. Should we explore outdoor services?
  12. Are sinks and water delivery systems safe? Usable with modification?
  13. For small group to work on: arrangement of chairs (We first need to have questions under people answered)
  14. What additional supplies do we need and who will order? (soap, paper towels, hand sanitizer
  15. How should the flow through the front doors be? How will they be sanitized between people?
  16. This goes with plan for greeting
  17. How will we greet people walking in the door?
  18. How will we greet new people?

1. PEOPLE ISSUES
   1. What will the new rules be? (ex. Symptomatic people should stay home, everyone wears a mask
   2. Are there any parking lot issues that need to be discussed?
   3. Should we have masks available for people who forget theirs?
   4. How will we let people know what the new rules are?
   5. What shall we do with items that are not cleanable?
   6. How should we prepare the congregation?
   7. How should we write up and present the report?

### Appendix B

Read phase 4 – (pg 6) – to the person who answers the phone.

Explain the church does not open any way until the Bishop determines we are in phase 4 which will be sometime after the Governor moves our county into phase 4.

We will reach a point where we are in what is known as phase 4 begins. This will be a phase where we can have somewhat regular worship and other gatherings with no size limits. High risk populations are invited to join at their discretion, but churches are encouraged to provide meaningful opportunities to participate virtually, there will be increased hygiene practices. Access to church buildings is open while maintaining appropriate safety practices.

* 60-75 people will be able to fit in the sanctuary dependent upon family units.
* Each household unit will sit 4-6 feet apart
* There will be no congregation singing or choir
* There will be no communion until a way is created following the limited distancing guidelines
* Everyone will wear facemasks

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| Under these conditions, would you return to Sunday worship when we open? |
| If not, when would you return would you participate if it was live streamed? |
| If a smaller Sunday evening contemplative service were available, would you attend? |
| Would you participate in fellowship if it were offered under the guidelines of social distancing and masks? |
| If phase 4 is permitted during the summer, would you participate in fellowship outside? |
| **OUTREACH** |
| Currently, Family Promise is the only ministry we have that depends on our building. Would you be open to participate in person during our weeks that we’re responsible? |
| What do you need from the congregation until you choose to return? |
| What are you willing to do to serve other constituents and members during this time? |
| Do you have any ideas of how we can care for our community in this time of crisis? |
| **COMMUNICATION** |
| How do you prefer getting information regarding the church? |
| How do you feel about zoom? |