

UCM Covid-19 Task Force Final Minutes
Seventh meeting 10/7/20

Present: John Bond, Kathleen Bryant, Claudia Clark, Liza Earle-Centers, Scott Hess (facilitating), Judith Hinds (recording), Rev. Joan Javier-Duval, Ryan Kane, Tina Muncy (hosting on Zoom), Janet Poeton, Noah Sexton

Suggested agenda items, which may overlap:

- Changes to the agenda
- Review minutes of 9/24/20
- Feedback/comments
- Building use/Sunday services/logistics
- Ventilation
- Holiday Fair update
- Other issues or follow-up
- Next meeting

1. Changes to the Agenda

None.

2. Minutes of 9/24/20

Not discussed, but no changes were suggested via email.

3. Feedback/Comments from Others

Liza relayed a request from a church member to relax the masking guidelines for outdoor meetings. We decided not to recommend any changes. The “wear masks, stay 6’ apart” guideline comes from the CDC and VDOH, and is based on the best science available.

Liza questioned who is responsible for enforcing the guidelines. She sends them to all group leaders/organizers of LSE events. We believe the leaders should insist that their groups follow the guidelines. It is not possible, and should not be necessary, for a staff or Board member to police adherence to guidelines. Liza may send a reminder mentioning all the research that went into developing the guidelines.

She also reported that recent outdoor youth events were well-attended and successful. We applaud her creative approach to LSE community-building!

4. Building Use/Sunday Services

Services are going well with just a couple of people broadcasting from the sanctuary.

We considered the model of “stages” of reopening the building. In Stage 1, we recommended safety steps for staff working in their offices, developed guidelines for outdoor meetings, and advised Joan on extremely limited (1-3 people) use of the sanctuary. It appears that Stage 2 will concern small meetings of fewer than 5 people in the vestry and smaller rooms. Tina volunteered to write a first draft and run it by Barbara C. and Allen Clark for technical review, then John and Kathleen for health standards, then the rest of the Task Force.

5. Ventilation

Barbara had emailed us some statistics regarding size of various rooms in the church and related ventilation requirements. She recommends posting occupancy limits. This idea may become part of our Stage 2 document, but Allen needs to review the numbers first.

Three air purifiers have been purchased. Not covered: Did we ever get an answer about who is responsible for changing the filters, and what would be the protocol? Scott asked Allen and Barbara to answer this question after our last meeting.

Joan will send us an article she saw about homemade ventilation systems.

6. Holiday Fair Update

Wreaths will be purchased premade and predecorated. The committee is working on a plan to have customers pre-order their wreaths and pick them up on the front steps of the church. Two workers would be in the entryway with access to the stairs. There will probably also be pre-ordered baked goods, and possibly a quilt raffle, all online. We discussed possible use of the kitchen to make takeout dinners and/or ham loaf. This seems risky and very labor-intensive for the cooks, with limited payback. There would be more community involvement if we did a Zoom event, perhaps with carols and refreshments at home. The planning committee is open to more ideas and suggestions.

7. Other Issues or Follow-up

The ET is still looking for a cleaning service.

Joan mentioned that Bethany UCC is thinking about organizing a Christmas Eve parade. She will keep us informed when she hears more about it.

8. Next Meeting: **Wed.** October 21 at **5:30** pm.