

Jesse Lake Lutheran Church Smart Team Report

With the restrictions on worship and building usage caused by the COVID-19 pandemic, the Smart Team has developed necessary changes. First and foremost our purpose is to maintain as much of our ministry and mission as possible. That includes ministering to all of our congregation and guests and keeping them as safe as possible. To do that we will have building and service restrictions but also have alternative services for those unable to attend or restricted from building access.

Currently we are holding services remotely via computers. We intend to continue that practice even as we explore in person services. Until indoor services are advised, any in person services will be outdoors. Two sites are possible: on the lawn—probably to the north of the church—away from traffic noise, and the parking lot. For lawn services, congregants will be expected to bring their own chairs, be masked, and maintain six feet social distancing. Parking lot services will assume everyone remains in the vehicle. Other adjustments will be addressed later.

Building Use and Adjustments:

One of the hallmarks most of us appreciate about our church building use is that we have a door that remains unlocked. We decided to continue that practice by leaving the west, parking lot, door open for individuals who come and go for church business during the week. We will post a sign expecting that **a mask be worn inside the building** and utilize an honor system for compliance. Anyone entering the building needs to take care to leave it as found. **Wearing new gloves or wiping down any touched surface** such as light switches, restroom appliances, the copier, or the lectern is expected. To help with that, gloves, wipes, hand sanitizer, and trashcans will be prominently available. Signs will be posted to remind users to practice these safety standards.

Indoor services require the most safety precautions both from the congregants, ushers, musicians, readers, and pastor. Signs and ushers will remind us of the safety practices.

Traffic Flow for Indoor Services:

- The south (main) door will be reserved for entrance.
- Floor markings will indicate direction and spacing.
- The west (parking lot) door will be the exit door.

Entry for Service:

- Congregants will enter the south door.
- Everyone entering the building will be asked to wear a mask. Consistency is key for everyone to abide by this rule. For those who do not have a mask with them, masks will be available for free or a free will offering.
- Ushers will take people's temperatures. Anyone whose temperature is 100.4° or more will be asked to access the service remotely. Options (computers or loudspeakers in the parking lot) will be determined and posted.
- Our red attendance books will be replaced by the ushers recording names, addresses, and phone numbers. This can be done safely by a QR code on their phone. This is a free phone

app to track attendance by scanning the code with a phone. For those without a phone, the ushers can manually enter the information. This information would not only be helpful for worship counts, prayers, or the church obtaining current contact information, it would make contacting individuals concise in the event of exposure to COVID-19.

- Signs reminding everyone of these rules will be prominently posted at each door.
- Offering baskets will be placed at the entrance to the sanctuary. The ushers will bring them to the altar during the worship service to be included in the blessing. We also encourage online or mail-in giving. Protocols for the counters will be determined later.

Seating:

- Pew cushions will be removed and stored.
- Seating will be restricted to social distancing and alternate pews which will be marked along with floor arrows for traffic flow.
- At this time we do not plan to have an RSVP for attendance. Should over attendance become a happy issue, we will address that at that time.

Worship Service:

- The Celebrate and the bulletin will not be available at the door, instead they will continue to be available online for congregants to print out ahead of time.
- Hymnals will be removed from the pews. Congregants may borrow one for home use for the duration. We plan to use a projector for the lyrics, responses, readings, and announcements.
- The worshipers will no longer make vocal responses to the call to worship, the Lord's Prayer, the prayer of the day, the Psalm, the Apostle's Creed, or the prayers of intercession.
- Sharing of the Peace will be non-touch greetings.
- Soloists will sing; the congregation will be invited to hum along.
- No Communion Service will be celebrated until it is determined it is safe to do so.

After the Service:

- There will be no fellowship inside the building.
- We recommend that any outside fellowship be with masks and maintain six foot distancing.

Cleaning Protocols:

Because the pastor is the only employee and we are currently in the call process and no in person meetings are scheduled, the church building itself is not really used at this time. From time to time a member may stop to pick up mail or record a song or reading. As stated elsewhere, anyone entering the building at any time is expected to wear a mask and leave the building in the same or better state of cleanliness as upon entering the building. To help with this, gloves, sanitizers, wipes, and trash cans will be stationed at each entrance. The cleaners will in addition to normal cleaning be sure to wipe down all surfaces either with hospital grade cleaning/sanitizing product or a solution of one-third cup bleach to one gallon water. In addition the cleaners will be sure to flush the toilets and run water from all faucets.

Deliveries:

As is the current practice, deliveries are left inside the west door. No human contact is necessary.

Needed Purchases/Investments:

- QRCode software if freeware is not available for QR code tracking.
- Masks
- Hand sanitizer
- Wipes
- Bleach
- Possibly additional trash cans
- Laser thermometer
- Possibly individual Communion packages
- Materials for signs

The church council is responsible for implementing these guidelines. The Smart Team has spent much thought and effort in developing them. To the best of their knowledge they are in compliance with the state and synod requirements.