

Holy Love Lutheran Church Building Entry Usage Policy & Protocols

BACKGROUND:

In a letter sent to all congregations on May 23, 2020, Rocky Mountain Synod Bishop Jim Gonia issued a recommendation that congregations and communities of faith continue to use an online/digital platform for corporate worship through at least August 31, 2020, due to the COVID-19 pandemic. (The Office of the Bishop will re-evaluate this recommendation in mid-August).

After careful & prayerful consideration of the safety of ALL of our members and guests, as well as the CDC, Federal and State health guidelines currently in effect and the recommendation of our Synod Bishop, the Church council **hereby adopts and approves** the following policy and protocols concerning the entry and usage of our church building. This policy is to take effect immediately.

BUILDING ACCESS is limited to:

Brian Last is approved to enter the building periodically to check for mechanical issues, plumbing, windows, doors, and any other areas of concern to ensure the safety and security of the building. In the event of a mechanical emergency or on-going facility maintenance, Brian has the authority to admit any outside personnel necessary to resolve the emergency or maintenance. Mark Johnson is approved as the designated back-up to Brian.

In the event Church staff (Pastor Kari, Amy Schmuck, Lori Reiger) has a need to access their office at church for church related business, access may be granted on a limited basis. Request for access (including date & time requested for entry), must be submitted to the designated council sub-committee, and approved prior to entry of the building. Staff will be limited to one person in the office at a time with a minimum 24 hours before another staff member is allowed access.

Personnel authorized to enter the building will be requested to sign a Waiver of Release of Liability.

No other persons shall enter the building without prior approval of Council, regardless if they are in possession of keys to the church or not.

(Continued on reverse side)

PROTOCOLS:

This policy adopts and includes the following protocols:

- No person currently exhibiting symptoms of COVID-19 (fever, cough, shortness of breath) or have exhibited any of these symptoms in the past 14 days, or have been exposed to anyone exhibiting symptoms of or have tested positive for COVID-19 within the past 14 days, are permitted in the building
- Use of face masks is required
- Hand sanitizer shall be used upon entering the building
- No food or beverages should be brought into the building
- Personnel are only permitted in area(s) pre-approved prior to entry
- No outside visitors are allowed access to the building without prior approval of the council
- Frequently touched surfaces (countertops, phones, keyboard, doorknobs, etc.) should be cleaned and/or disinfected prior to leaving the building

Dated: June 16, 2020

Policy will remain in effect until further notice.