



May 26, 2020

Building use during Yellow Phase

- Limit all group meeting/event use to evenings only. No event/meeting can begin before LLLC has closed and staff have left the building. (6:00 PM)
- All meeting/event participants must be out of the building by 9:00 PM
- The parking lot entrance/exit is the only entrance to be used for evening events. It should remain locked at all times.
- All evening use will be limited to Tuesday or Thursday.
- Cleaning staff will thoroughly disinfect spaces used in the evening after the meeting/event
- No Community Groups will be able to use our building during the yellow phase except those offering therapy if necessary
- No childcare will be available during the yellow phase

General requirements for building use by groups and individuals

To gain entrance to our building we need you to agree to:

- Wear a mask
- Observe the 6 foot social distance rule
- Use only designated entrance and area/room where your meeting or event is held
 - The leader (or designate) of your meeting/event will meet you at your designated entrance to let you in.
- Do not enter if you have recently been sick (can you join the event remotely?)

Participant requirements while in our building:

- Wear a mask at all times
- Observe the 6 foot social distance rule
- Use only the space for your meeting/event
- Use the bathroom facilities marked for Church one person at a time
- Refrain from passing any material to another person
- A packed individual lunch/snack is permissible. No shared food is allowed
- Limit touch to the area around you.
- Support and encourage one another
- Notify the leader and then go home if you become ill.

Meeting/Event leaders: (if possible, consider having your meeting on-line)

- Meet your participants at the Parking Lot door,
- Unlock, allow them to enter and attend the door until you choose to lock it behind you.
- Do not leave door unlocked and unattended at any time.

- You may designate someone to do this in your place.
- A packed individual lunch/snack is permissible. No shared food is allowed
- Observe all the requirements of your participants
- Wipe down all furniture, carts and touch areas used when meeting/event concludes
(supplies provided)
- Be out of the building by 9:00 PM
- Limit your meeting/event to 25 persons

The following rooms and outdoor spaces are available for your event/meeting:

Below is a list of rooms available and the maximum number of people that can be in each space (based on social distancing of 6 feet between participants).

Room 3	20 (without tables)
Room 4	11
Room109	8
Room 111	5
Library	6
Gathering	25 is max allowed
Outdoor Courtyard	5

ALL ROOMS AND SPACES must be reserved ahead of time through our church administrator Audra. Call the church office at 717.249.1512