

Interim Plan for Re-Opening LaGrave Church Services for In-Person Attendance

Adopted June 18, 2020

Effective Date and Duration. This plan will become effective the first Sunday after an announcement that the state's stay-safe order is amended to permit indoor in-person gatherings of 50 or more persons, if the announcement is made no later than noon on Thursday—otherwise the following Sunday. This plan will then be effective for three Sundays, after which council may amend, extend or discontinue the plan.

1. Number of services. Initially, LaGrave will hold one service per Sunday morning. However, while this interim plan remains effective, Executive Committee is delegated the authority to increase the number of morning services to two without requiring an additional vote by Council.
2. Preparation
 - i. We will make orders of worship available for pickup at the back of sanctuary, chapel and multipurpose room.
 - ii. We will disinfect surfaces (pews, doors, bathrooms) after each service.
 - iii. We will include as much music content in the printed order of worship as is practical.
 - iv. We will place hand sanitizers at entrances to each worship space, and ask people to use those sanitizers.
 - v. Member mailboxes will not be used for distribution of any materials.
3. Attendees:
 - i. LaGrave will count its sanctuary, chapel and multi-purpose room as separate places, each with its own separate airspace. For each space, LaGrave will comply with the state's stay-safe order governing indoor in-person gatherings, as amended from time to time.
 - ii. LaGrave will reserve ten spaces of the total available for use in the sanctuary for visitors.
 - iii. LaGrave will not reserve spaces for volunteers (deacons, greeters, ushers). Volunteers can be accommodated in the narthex and the balcony.
 - iv. Attendees will sign up on line.
 - Invitations to sign up for a service will be sent out by e-mail to professing members and to regular visitors.
 - We will ask people not to sign up for more than one service every two weeks.
 - We will draw names separately for each seating room. We will e-mail those people whose names are drawn, and those whose names are not drawn. For those whose names are drawn, we will inform them to which room they are assigned.
 - Sign up will require consent and agreement to wear a mask and not to sing inside the building. Masks will be provided for those who forget, and for visitors.

- We will keep a database showing whose names have been drawn, and whether they showed up.
 - v. Elderly people (age undefined) and people with underlying health risks will be encouraged not to attend.
 - vi. We will not conduct temperature scanning of registered attendees. But we will ask all in attendance to self-screen before deciding to attend.
 - Check Temperature. If above 100 Degrees, please do not attend.
 - If you have an irregular cough, please do not attend.
 - If you have shortness of breath not related to exercise, please do not attend.
 - If you have a persistent sore throat, not related to allergies, please do not attend.
 - If you lose your sense of taste or smell, please do not attend.
 - If you have been within 6 feet for 10 minutes of anyone with Covid-19 in the past 14 days, please do not attend.
 - If you have traveled outside of Michigan in the past 14 days by bus, train, or plane, please do not attend.
 - vii. We will ask visitors (individuals or families) to fill out a form, reviewing these health risk conditions. That form will ask for contact information. If a visitor's responses create concern about one of these risk conditions, we will use a scan thermometer to verify that the visitor does not have a high temperature.
4. Entrance to the building.
- i. We will use only the west-side main entrance (covered portico) to the church building for entering the church—regardless of the assigned worship area. We may set up welcoming tables, where attendees can be verified on the invitation list.
 - ii. We will open the doors approximately 30 minutes before each service. Doors will remain open until ten minutes after the service has begun.
 - iii. We will place greeters at the entrance. Greeters will wear masks and may wear gloves, and will open doors for people going in or going out.
5. Masks. All attendees generally must wear masks properly while they are inside the LaGrave building. However, attendees may remove their masks while they are seated and not talking, but they are encouraged to leave their masks on.
6. Singing. LaGrave will keep congregational songs short (two or three verses). In-person attendees will not sing. They are welcome to stand and hum quietly into masks.
7. Nursery. No nursery will be provided, but children are welcome to join their parents during the service. This information will be provided in the invitation to attend.
8. Seating. There will be no pre-assigned or reserved seats, except for those being noted in the service (baptism, profession of faith, new members).
- i. We will use every third pew, working backward from the front (two empty pews between each occupied pew). We will not use the first three pews in the front.

- ii. People will enter the sanctuary from the side aisles only; not the center aisle.
 - iii. People will be ushered into the sanctuary, starting at the front and progressing backwards. In the sanctuary, ending in the balcony. We will ask attendees to be seated where ushers place them.
 - iv. Places in pews will be marked.
 - v. All attendees will stay seated through the postlude. After the postlude, attendees will be ushered out, from back to front.
9. Offerings. Offering plates will be placed at tables adjacent to the outside exit rows and exit doors for all seating areas.
10. Exit.
- i. After attendees are ushered out of the building, they will be asked to leave the building promptly. People seated in sanctuary on the east side will be asked to exit through the tower doors. People seated in sanctuary on the west side will be asked to exit through the western glass doors. People seated in the chapel and the multi-purpose room will be asked to exit through the doors adjacent to those spaces. All attendees will be asked to maintain social distancing as they leave the building. Those with physical limitations will be accommodated. We will encourage those with disabilities sitting in the sanctuary who plan to park in the west lot handicapped spaces to give advance notice, so they can be seated in the west part of the sanctuary and thus proceed directly to their cars.
 - ii. At the end of the service, we will place greeters at each of these exits to the building. Greeters will wear masks and may wear gloves, and will open doors for people going out.
11. Outside.
- i. For the first two weeks, the church will not provide coffee or other refreshments, but will invite attendees to bring their own refreshments for a time of fellowship following the service.
 - ii. People in the parking lot need not wear masks, but will be asked to maintain social distancing.

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