

Recovery Team Meeting: David Hall, Angus MacLeod, Gary Langley, Loretta Middleton, Rev. Linda
Board Presentation: Angus, Gary and Rev. Linda, Tuesday April 20, 2021

ACTION/REFLECTION/ADAPTATION

1. Meeting on Sundays as of May 30, 2021 through Sunday October 10th, just before Indigenous People's Day.
 - a. We will meet again mid-summer to look at moving into HH after October 10th.
2. Social Distancing (please see Paul's wonderful map attached).
 - a. Vaccinated groups can sit together, with masks on, This will lead to some sense of intimacy.
 - b. Use ushers to seat people; 2 ushers.
 - c. Put hymn books in designed pews, see map below. Therefore, everyone knows which pews will be for UUs.
 - d. Filling center pews first with groups/couples & then the 1 or 2 person groups are on the outside of the outside pews for maximum distance between parties.
3. What do we do if more people come than we can contain with distancing? Should people register in advance?
 - a. A barrier like registration might be a deterrent to participation. Maybe wait on this until we see how many people come.
 - b. Have a card in envelope asking for name & email/phone number inside of every hymnal in every UU pew for contact tracing. Ask people to fill this out and leave *on top of hymnals* with their offering (no offering collection or baskets used). We will collect these at end of every service. Rev. Linda will announce from pulpit and say too that this information will be used exclusively for contact tracing.
4. Handing out masks, having hand sanitizer available
 - a. Have 2 people at table between the 2 entry doors at the top of the stairways that lead up to the sanctuary to hand out masks and ask brief questions: fever, cough, loss of smell/taste. Move this along as quickly as possible. This should take no longer than 30 seconds per person. If we have 2 people doing this and 20 people coming on average, they should all be let into the sanctuary within 5 minutes from arrival.
 - b. Hand out masks if the mask worn is not sufficient (no scarves/gaiters or headbands, etc). Have hand sanitizer available.
 - c. Come in front door, and out ramp door.
5. Hymnals:
 - a. Have different rows open for SHY & UU. This will be done by leaving UU hymnals on all seats (see map for available seats). The hymnals will stay on the seats after use.
 - b. There will be a hymn board in the front of the room with hymns listed.
 - c. Do not print OOS. Ask people to print these if they wish before they come..
6. Cleaning protocol:

- a. Sherlly vacuums & dusts on Wednesdays. We could have 2 vacuums and store one in the sanctuary as well as few cleaning supplies. And Sherlly could go through the main door to the sanctuary rather than through HH, which is locked and blocked off for SHIM use at this time.
 - b. The highly touched surfaces: wood/doorknobs, etc, can be gone over quickly with <https://www.amazon.com/Benefect-Botanical-Disinfectant-Wipes-Bacteria/dp/B06W9L5JTP> which the CDC recommends and does not hurt surfaces.
Each congregation/congregant can clean whatever surfaces they will be touching, before they touch them: doorknobs, pew doors, bathroom faucets, etc.
7. Coffee Hour & Bathrooms
- a. Everyone will have to walk around to the backyard to use the AR bathroom; this is not handicap accessible.
 - b. On a sunny day, we might consider using the back yard for coffee hour that includes only coffee and time to meet and greet.
8. Minimally, be required to have a north and south side window open, front left and back right.
9. Technology outcomes:

People in the room will hear Nigel & Rev. Linda in the same way they always have. 2 hymns will be recorded as they are now on zoom and fed into the sanctuary sound system & 1 hymn will be sung in person by a soloist. ***This is further explained in the music report.***

Joys & concerns will be said from 1 of 2 mics (located inside of the first 2 front pews; see attached diagram). 1 mic is in the view of zoom participants/another is off camera. People on zoom can also share joys and concerns and will be heard by all. All announcements will be sent to Rev. Linda before the service and will be read from a mic by her or a lay person.

Zoom participants will not be able to hear anything that is not said into a mic and will not see anyone unless someone is up front on the dais or at the 1 joys and concerns mic that is visible to zoomers.

The people on zoom will see the dais in the same way that the people in the pews do, except during the sermon section, Rev. Linda will have a stand with her phone on it so that people on zoom can see her more clearly (as they can now on zoom).

This will be a gradual transition keeping both audiences as involved as possible and will be flexible. Rev. Linda & Nigel & the Recovery Team will be reassessing/speaking/making adjustments/taking suggestions as we go with the goal to making the in person and online experiences as joy filled and connective as possible.

The image is a screenshot of a presentation slide. The top part of the slide shows a wide-angle view of a room with red seats and a stage area. Red circles and lines highlight specific areas: two tall speaker columns on the stage, a microphone on the podium, and a yellow box labeled 'TV' in the front row. Below this image is a text box with the following content:

Key to red overlays above:

Currently: Two tall speaker columns in front, with microphone on podium.

Proposed: from far left:

- a video camera aimed between the piano and the podium, **view from that camera →**
- a mic stand in the front row for people who wish to be heard and seen (facing audience) on video,
- a TV monitor to show the Zoom 'Speaker View',
- a mic stand for people who wish to be heard but not seen on video.

To the right of the text box is a smaller image showing a closer view of the stage area, including a piano and a podium, with a yellow box labeled 'TV' in the foreground.

SHIM Restart Plan Packet 20200611.docx - Word Paul Stewart

Print

Copies: 1

Printer: RICOH Aficio SP C830DN PC... Ready

Settings:

- Print All Pages: The whole thing
- Pages: []
- Print on Both Sides: Flip pages on long edge
- Collated: 1,2,3 1,2,3 1,2,3
- No Staples
- Portrait Orientation
- Letter (8.5" x 11") 8.5" x 11"
- Custom Margins
- 1 Page Per Sheet

Sanctuary Pews; not to scale!

South Aisle	South Pew Section 1	South pew Section 2	Center Aisle	North Pew Section 1	North Pew Section 2	North Aisle
Front aisle				Front aisle		
Row 1	<== Exit Door					Row 1
Row 2						Row 2
Row 3						Row 3
Row 4						Row 4
Row 5						Row 5
Row 6						Row 6
Row 7						Row 7
Row 8						Row 8
Row 9						Row 9
Row 10						Row 10
Row 11						Row 11
Row 12						Row 12
Row 13						Row 13
Row 14						Row 14
Row 15						Row 15
Row 16	Open for an usher			Open for an usher		Row 16
Back Aisle				Back Aisle		
			Average pew is	34.50	inches deep (front to back, West to East)	
			Therefore must leave	3	pews empty between occupied pews	
			That provides	8.625	feet between occupied pews	
			The above picture shows	14	occupiable pews, each of which may contain 1 to 6 (or more, if kids) people.	
			plus	2	occupiable 'amen' pews in front,	
			plus	2	on the dais	
			and	2	standing or in chairs in the back doorways	
			This means the total occupancy, figuring an average of	2	persons per household, is	
			figuring an average of	5	persons per household, is	
					36	
					84	

7 of 15 110%

Motion from Treasurer, Paul Stewart:

I **MOVE** the Board receive this report from the Recovery Team with gratitude, and receive the accompanying Music report, also with gratitude, and urge those groups to keep working in the direction these reports have indicated, with the Board's support, acknowledging that fine-tuning of these plans may occur either before or after the first in person meetings, with the first possible UU service in the sanctuary on May 30.