

Central United Methodist Church

Guidelines for Group Meetings

Effective Date – July 13, 2020

The following guidelines are intended to provide direction regarding non-worship group meetings held on the Central UMC property. Examples of groups include Sunday School classes, small (discipleship) groups, United Methodist Women's Circles, and similar groups.

General Guidance

- Persons in at-risk and vulnerable populations are asked to please stay home.
- Persons with fever or are symptomatic of COVID-19 are asked to please stay home.
- No handshakes/hugs/physical contact.
- Masks or face coverings will be required of persons attending group meetings.
- Leaders/speakers may remove masks if speaking for a prolonged period while maintaining a minimum distance of ten feet from other participants.
- A six-foot physical distancing should be maintained by those present for group meetings.
- Meetings of groups should be limited to one hour or less.
- Food and beverages should not be brought to group meetings.

Room Utilization/Capacity

- Rooms should be reserved through the church office to ensure no duplicate scheduling occurs and to ensure that the room is properly sanitized prior to and following usage.
- Room capacity limits will be determined as follows:
 - The square footage of the room seating area should be determined.
 - Divide the seating area square footage by 36. The result is the capacity limit.
 - *Example: The seating area square footage is 360/36 = 10 capacity limit.*

Record-Keeping

- A log should be maintained of all persons attending each group meeting.
- The log should be maintained by a designated group leader for a minimum of one month following the group meeting. The pastor or church staff may request the log be turned into the church office or submitted to the church office via email.

Alternative Group Meeting Options

- Groups are encouraged to utilize video meeting platforms such as WebEx or Zoom in lieu of in-person meetings on church property. Please contact the Director of Technology, Kenneth McClinton, at Central UMC for more information on the use of video meeting platforms. His email address is kmclinton@centraltolife.com.
- Groups may also choose to meet in an outside location on or off the church property while still adhering to all aspects of General Guidance.