

MINUTES - UCN BUILDING RE-OPENING SUB-COMMITTEE MEETING

May 24, 2020 — 1:00 PM via ZOOM

Approved by committee May 31, 2020

Attending: Peter Blain, Leigh Hoftiezer, Dean Johnson, Dan Lusk, Brian Monroe, Pat Mumm-Lovely, Jackee Orozco, Jean Woodmansee, Brian Bunzel

Unavailable: Janet Jensen

Dan Lusk welcomed the Reopening Sub-Committee (RSC) group. After check-in Dan listed the RSC's purpose:

To discuss and determine when and how to open the UCN building to all persons for Sunday services, renters, committees, and activities under appropriate and specified conditions - using recommendations from various sources including SC members, the UUA, the WI Council of Churches, the CDC, Badger Bounce-Back Guidelines, etc.

If funds are needed for the RSC, the Leadership Board (LB) has the authority to administer funding upon request. Meetings will take place via ZOOM.

Leigh Hoftiezer will chair the RSC. Her duties: Determine dates and times of meetings, create meeting agendas, file written report of meeting activities (decisions, recommendations, etc) to the LB, and be included in LB meetings. Pat Mumm-Lovely will take minutes of RSC meetings.

Some UU churches plan to reopen on Labor Day, and some a year from now, depending on the areas where they are located and the rate of infections in those areas. Given predictions of a spike in the virus infections in the next month, the RSC felt that time is on our side for developing a comprehensive plan for reopening our church for services.

The RSC discussed Brian Bunzel's list of Rules & Regs for reopening the church, which included entry to the building, a foot door opener on five doors, designated interior doors propped open to reduce contact, signs posted (entry, face masks, washing hands, distancing 6 feet apart), etc.

First step: Church Mutual Insurance needs to be asked about the church's liability coverage in the event someone contracts the Covid-19 virus while in the building or if someone becomes sick while in the building. Brian Monroe will follow up. Secondly, the RSC will formulate guidelines and regulations for reopening - first with committees, groups, and renters that meet at UCN.

Groups and renters that meet at UCN include Art Oasis, Al-Anon, and Anna Rychner's Meditation group (done virtually at this time), Kathy Nieman's Roling massage, Stephanie Keiselhorst's Homeopathy, and Joe DiLucia's Wisconsin Singer Songwriter Concerts. Safety

procedure language can be added to their contracts by Lyn Gust. We may make use of a “hold harmless” form with our renters. Renters and all others who meet at UCN will be asked to gather contact information for all of the attendees (name, telephone number and/or email address) so that they can be notified if anyone who has been in the building around the time of their meeting is later diagnosed with COVID 19. Question raised: If someone contracts the virus will the building be closed? Answer: Yes, for 2 weeks. Suggestion: Post on website and Northliner — “You are here at your own risk.”

It was felt that using Fellowship Hall only for meetings of committees and groups reduces the chance of virus spread and the need for cleaning surfaces in other parts of the building. Windows should be opened for good ventilation. Leigh Hoftiezer volunteers use of her HEPA air filter and will find out if a virus filter can be used. Masks are required at any gathering. Post suggested requirements for entering building (i.e. taking one’s temperature in advance, providing contact information, RSVP-ing in advance of meetings, etc.) in the Northliner and with renters and groups. Utility sinks could be used for washing hands and cleaning materials. Kitchen accessibility: NO, because we feel it is too risky.

Other discussion: Groups can meet in circles without tables. People can bring their own beverages, and stay 6 feet apart. Meet in groups of 10. If more than 10, break up into smaller groups. Use only lower level doors for entry to keep Lyn Gust safe.

Brian Bunzel to discuss cleaning twice/week with Constance Guysick Fisk.

Ladies Lunch and Levity Group might meet in parking lot for its June 15th lunch. Each to bring her own lunch & a chair. No bathroom use needed. Brian Bunzel said outdoor handwashing could be provided if/when needed. Outdoor services may occur in the future.

Documents sent to subcommittee May 22, 2020:

Brian Bunzel’s Rules and Regulations recommendations

CDC Re-Open Guidelines

UUA Guidelines

WI Council of Churches

HuffingtonPost article

Next meeting: Sunday, May 31, 2020 at 12:00 PM. via ZOOM. Leigh will send the link.