



COVID-19

Building Use Policies

Updated May 1, 2020

- Our Savior's building will be closed for in-person meetings through May. Zoom meetings are available in coordination with Pastor Kirsten.

- Drop off or pick up items from the church via a new box placed outside for drop off and pick up of large items as well as a mail-like slotted locked box for forms or envelopes.

- If you are one of the people entering the building to clean, maintain, landscape or staff here is how we keep each other safe:
 - o Please wear a mask in the building. The concern is airborne virus which any of us could have and not know and therefore leave behind for someone else to breathe (3 hours lifespan of virus in the air).
 - o Please enter the door by the office and sign-in at a new clipboard which will be posted inside that door. We need to know who is in the building in case anyone gets sick and we need to notify those who may have been in the same space.
 - o If you have a key or are using the lockbox code, please contact Angie by phone or email to make sure you are on our list. The lockbox code was changed Friday 5/1/20.
 - o A 6-foot mark will be put on the floor from staff desks so that we maintain a safe physical distance.
 - o Angie's (Secretary) office door will be closed, and may be locked, even if she is in the building, in order to help with reminding us of keeping physical distance.

- All of these decisions can and will be revisited as the situation in our county changes. The council reserves the right to open up or extend our closed building policy.