

St Stephen SMART Team Minutes July 16, 2020

Opening Prayer - Pastor Jim

July 9 minutes - approved.

Review of Outdoor Worship – July 15

- Went exactly as expected
- Painted line 20' out from stage and attendees sat 5' back from that line.
- Brought own chairs, social distance maintained, all wore masks
- Forty-Five attendees – pictures taken of congregants (single guest signed in). Melissa documented all names.
- **Proposal:** Digital bulletin could be created so people can download to phone or print at home

Review of Minnesota Department of Health (MDH) Chart – Pastor Juli

- Ramsey and Washington Counties at same level as last week
- At two weeks in a row of increased level per MDH chart in either county we will stop outdoor services.
- **NOTE:** If MDH or Governor gives different direction, we will follow those rules.
- Upon four weeks of declining/steady levels we may begin to restart indoor worship. Based on current number target date would be July 30. However, this committee will discuss in detail before moving forward with plans. Plan to begin conversation at July 30 meeting.

Reviewed Weekly Blast chart – Pastor Juli

- Pastor Juli to update on weekly basis.

Draft for Funerals, Weddings and Baptisms - Melissa

- Capacity in sanctuary is reasonable for physical distancing – limit of 100 guests
- **ACTION:** Add sign-in for contact tracing to protocol. (i.e. next to Guest Book). **Melissa**
- Maintain 6' of physical distance at all times, directed by ushers.
- Use Fellowship Hall for funeral viewings and memorial displays
- Baptisms will be encouraged for Wednesday nights.

Draft for Musicians and Worship Leaders – Randy

- Updated name to “Guidelines for Musicians, Vocalists and Worship Leaders.”
- Reviewed draft.
- Randy sent to Worship and Music committee for review.

Size of Small Groups – Pastor Juli

- Reviewed draft “Guidelines for Small Group Gatherings at St. Stephen
- Increase size of small groups from 10 to 25? Decided to keep at 10 and discuss with groups on an individual basis they require a larger number of participants.
- Update to policy: Groups larger than 10 need individualized agreement.
- **ACTION:** Contact Al-Anon and AA to gather requirements. **Chris**

Changes to Preparedness Plan – Pastor Juli

- Reviewed two updates to existing plan.

Other new business

- STOP document created by Cindy – read “rules” prior to building entry. Identifies St. Stephen protocols.
 - Review at next meeting.
- **ACTION:** Council wants written report from SMART team each month. **Karen**

Draft Documents for next week

- Confirmed Case in Staff Household – Jim/Juli
- Key staff member is quarantined – Jim/Juli
- Pastoral Visits Off-Site – Jim/Juli

Lord’s Prayer - Pastor Jim