

MEMORANDUM

TO: Local Churches of the Peninsula-Delaware Annual Conference
FROM: Peninsula-Delaware Annual Conference Leadership
DATE: May 2020
RE: Sample Trustee Resolution Addressing COVID-19

SAMPLE TRUSTEE RESOLUTION ADDRESSING COVID-19

WHEREAS, the COVID-19 pandemic has caused unique and unprecedented health and administrative challenges for [the Church] and the community; and

WHEREAS, it is anticipated that in the coming weeks and/or months, worship and regular use of Church facilities may resume at [the Church]; and

WHEREAS, it is imperative that, when worship and regular use of Church facilities resumes, [the Church] takes reasonable and prudent steps to protect its staff, members, volunteers, attendees and any other individuals present in Church facilities against COVID-19 exposure; and

WHEREAS, the Book of Discipline of the United Methodist Church, 2016 edition, charges this Board of Trustees with the supervision, oversight, and care of all property owned by the Church;

BE IT THEREFORE RESOLVED as follows:

1. That the Board of Trustees of [insert name of church] shall develop a list of rules and conditions for entry into and continued presence in church facilities, following guidelines provided by the CDC, State and Local officials; and further
2. Such list of rules and conditions shall, at a minimum, require that:
 - a. No person may enter church property if they are experiencing symptoms of COVID-19 or have experienced symptoms of COVID-19 within the past 72 hours. Such symptoms include, but are not limited to chills, shortness of breath, dry cough, sore throat, or a fever of 100.4 degrees or higher;
 - b. No person may enter church property if they know that they, in the past 14 days have been in contact with an individual who is either a presumed positive or has tested positive for COVID-19;
 - c. Any person who has been on church property and either (1) develops symptoms of COVID-19 within 14 days of their presence on church property or (2) learns that they have had contact with an individual who is either a presumed

positive or has tested positive for COVID-19 and has been present on church property within 14 days after such contact must immediately notify [insert name of contact at church];

d. Every person on church property must regularly wash hands using CDC recommended hand washing procedures throughout their stay on church property (Note: if hand-washing is required the church must have the proper facilities, otherwise liquid hand-sanitizer should be listed here);

e. Every person on church property shall wear a mask or face covering at all times. Reasonable exceptions may be provided for small children and individuals with medical conditions whose doctors have advised against wearing a mask or face covering;

f. All individuals on church property shall comply with social distancing procedures, including but not limited to avoiding contact (i.e. handshaking, hugging, etc.) with and maintaining a 6 feet distance between themselves and individuals outside of their family or other individuals, which whom they reside;

g. All individuals on church property shall submit to have their temperature taken, upon request, to ensure that they do not have a temperature above 100.4 degrees.

3. A list of all rules and conditions for entry into and continued presence in church facilities shall be posted conspicuously at all entrances to the church and throughout church property. Such posting shall also include a notice that failure to comply with the posted rules will result in removal from church facilities; and further

4. Any individual who does not comply with the rules and conditions for entry into and continued presence in church facilities may be denied entry or asked to leave by any trustee or church staff member; prior to denying any individual entry or asking such individual to leave church facilities, effort should be made to permit the individual to voluntarily comply with the rules and conditions; and further

5. This resolution shall remain in effect until a resolution is passed by the Board of Trustees withdrawing or amending this resolution; and further

6. The Board of Trustees shall review this resolution [weekly/monthly/other time period] to ensure that appropriate precautions are taken to protect the health, safety, and welfare of all individual who use church facilities without unreasonably limiting access.

In addition, if the state issues an emergency order, this will supercede any restriction listed above.

The undersigned being the Secretary of the Board of Trustees of the [insert legal name of church] hereby certifies that the above is a true and correct copy of the resolution which passed at the [insert date] meeting of the Board of Trustees.

Secretary, Board of Trustees