
In-Person Worship Proposal(2nd)

Submitted to the Arlington District Superintendent by the Healthy Church Team of
the Korean United Methodist Church of Greater Washington

July 17, 2020

Overview

Since the announcement of entering phase 2 by Bishop Lewis, the Healthy Church Team (HCT) of Korean United Methodist Church of Greater Washington (KUMCGW) has been meeting on a weekly basis to plan for in-person worship service that is compliant with the guidelines provided by the Virginia Annual Conference. This proposal outlines our plan for re-opening our church to resume a Sunday worship service on a limited scale and with a controlled participation.

Our Plan

1. Time Schedule

- a. Proposed starting date for the in-person worship is August 2, 2020.
- b. We will hold a single in-person only worship service at 12PM on Sundays.
- c. We will not broadcast the in-person worship service online.
- d. We have been offering on-line services at 8AM and 10 AM on Sundays since March and we will continue to offer them. We will also continue to offer on-line worship services for children and the youth.

2. Maximum Number of Worship Participants

- a. To meet the social distancing rule of 6 ft separation among worship participants in our main sanctuary and to provide ample space between worship leaders, pastors, and ushers, we will limit the number of attendees no more than 50 people.
- b. Please see Attachment A for details of designated seating locations in our main sanctuary.

3. Cleaning and Disinfecting the Worship Area

- a. In addition to cleaning services provided by the cleaning contractor that we employ, the seating areas and frequent contact areas will be sprayed with disinfectant and wiped before and after the in-person worship service.
- b. The main sanctuary will stay closed to the public during the week.
- c. Hymnals and Bibles displayed on the pews have been removed.
- d. No printed bulletins will be made available.

4. Volunteers

- a. To help guide movement of worship attendees, to check their temperatures, and to record their attendance and seating locations, at least 8 volunteers will be needed.

- b. The volunteers will wear masks and disposable gloves and those who conduct temperature check will also wear face shields.
- c. The HCT will conduct training for the volunteers before they participate.

5. Protective Equipment and Materials

We have secured sufficient quantities of following materials and equipment.

- a. Non-contact thermometers
- b. Traffic cones for parking lot and to mark the restricted areas inside the building
- c. Seating markers on the pews
- d. Hand sanitizers
- e. Disposable gloves
- f. Disposable masks

6. Pre-registration and Selection of Worship Attendees

- a. The worship attendees will be selected from the pool of applications submitted by the members of KUMCGW.
- b. Applications must be submitted by Thursday each week to attend worship on the following Sunday.
- c. The number of attendees will be limited to 50 people. If the number of qualified applicants exceeds 40, priorities will be given to: (1) those who were not selected for the previous Sunday although qualified to attend and (2) first-time attendees.
- d. On-line application form (Google Form) has been developed based on the Virginia UMC health acknowledgement form. If anyone fails to pass each item in the health questionnaire on-line form, the Google Form will automatically suspend the application process so that the applicant may not be able to complete and submit the application.
- e. There will be a clause exempting the legal liability of KUMCGW in the application.

7. Preparation Before Leaving Home and Church Check-In Procedures

- a. The selected worship attendees must check for the COVID-19 symptoms before they leave home to attend the in-person worship. If new symptoms develop since they registered for attendance, they must stay home and attend on-line worship instead.
- b. Attendees must bring their own face coverings. Disposable masks will be provided if they forgot to bring their own.
- c. Upon arrival at the church, attendees will be screened for temperatures at a designated area while seated inside their vehicles. If body temperature exceeds 100.4 deg F, the person(s) will be sent directly home.
- d. Parking will be arranged so that cars may leave an unoccupied parking stall between them.
- e. Attendees will clean their hands with hand sanitizer and register at the registration desk and receive a designated seating number.
- f. Disposable gloves will be made available for attendees who wanted to use them.
- g. The required separation while waiting in line will be maintained.
- h. See Appendix B for the flow control diagram of worship attendees.

8. Regulations During Worship

- a. Offerings will not be collected during worship. Offering boxes are available in the hallway. On-line offering has been used.
- b. Church bulletin will be available via church website only.
- c. Attendees may not leave their assigned seats.

- d. Family members are allowed to be seated together for up to 2 persons.
- e. Always keep wearing masks, including preacher and presider.
- f. There will be no communion or baptism.
- g. Attendees shall not sing during worship. Humming is allowed.
- h. Pre-recorded hymn/music will be played during worship.
- i. Presider, preacher, and scripture reader shall use separate pulpit locations and microphones.

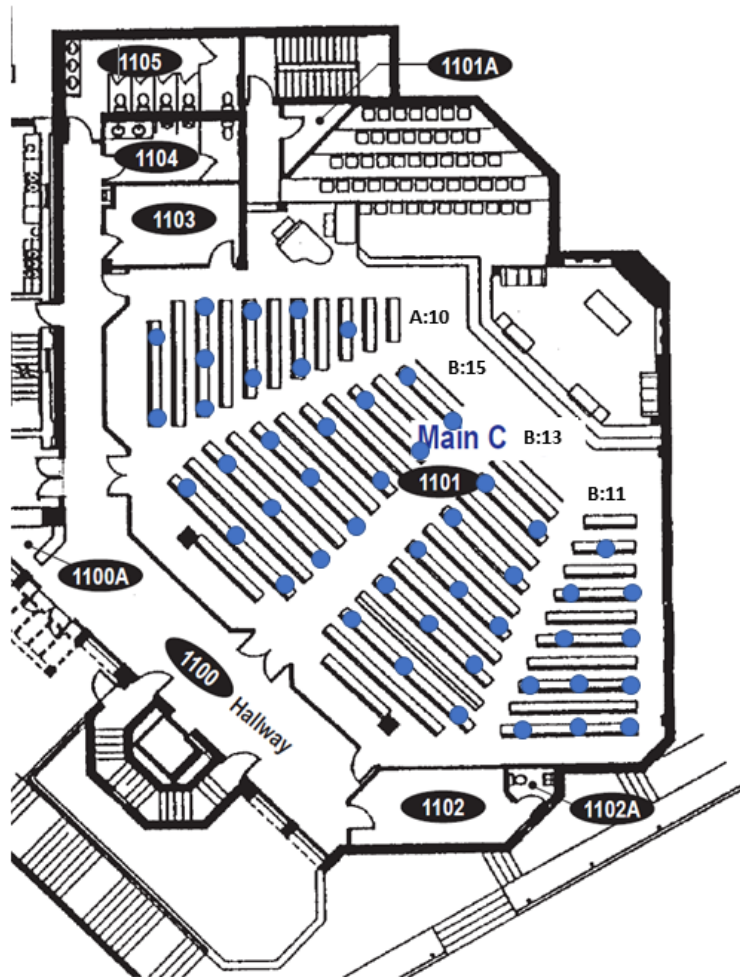
9. Exit and Departure

- a. There will be no fellowship or serving coffee.
- b. Attendees will exit from the back of the sanctuary, following directions from ushers, maintaining social distancing.
- c. Use of bathroom is discouraged but if needed, the ushers will guide the attendees to the bathrooms while maintaining social distancing. One person at a time will be allowed to use bathroom.
- d. Attendees continue to wear masks and maintain social distancing while inside of the building and in the parking lot.

Submitted by the HCT of KUMCGW

Rev. Young Hoon Kim (Senior Pastor), Rev. Hee Won Cho, Rev. Jong Nam Kim, Tae Lim (Lay Leader), Kay Rhee (Council Chair), Eun Soo Han (Worship Committee Chair), Jennifer Lee (Board of Trustees Chair), Sea Young Woo (Small Group Ministry Chair, Attorney), Kwang Yoon (Facilities Maintenance Team Lead), Gideon Cho (Young Family Ministry), Jung Soo Kim (Young Adults Ministry, Attorney), Dr. Gil Kim (Medical Doctor)

Attachment A: Designated seating arrangements in the main sanctuary

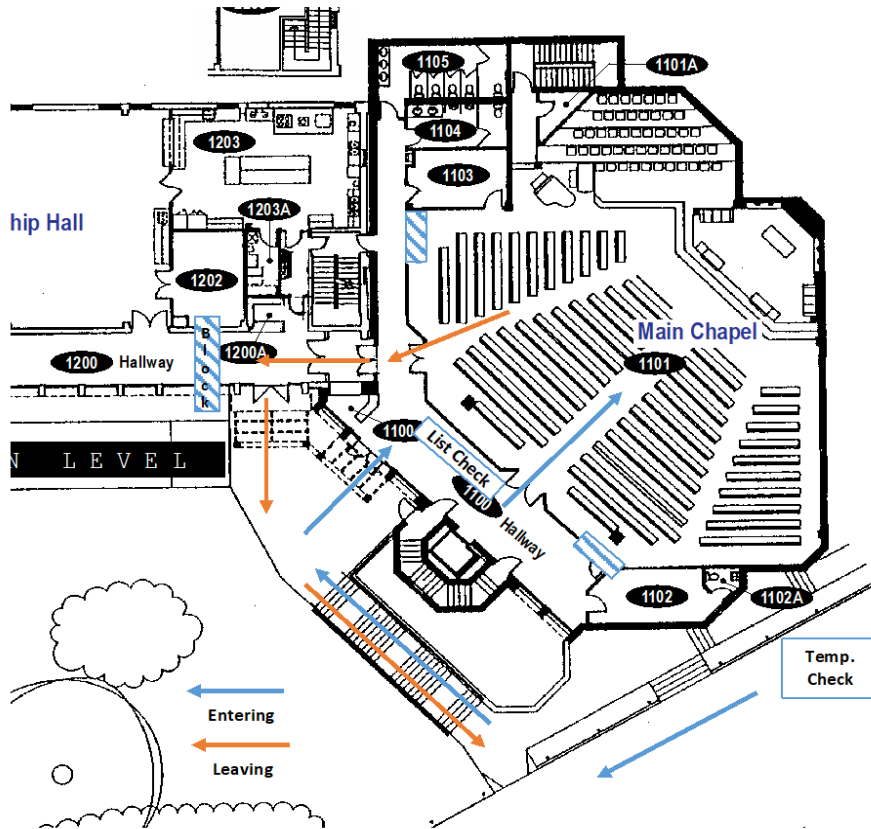


Designated Seating Arrangements

- 6 ft. separation
- 49 seating locations
- First lows of the pews are not occupied
- Choir loft are not used
- Family members are allowed to seat together for up to two persons

Attachment B:

Flow Control of Worship Attendees (Main Sanctuary)



Stair Way/Entrance/Hallway

Volunteers (4 people)

- Entrance control: Temperature Check
- Exit control

Equipment/materials

- Non-contact temperature gage (2 at least)
- Masks for those who did not have
- Disposable gloves
- Hand sanitizers
- Disinfecting contact areas

Traffic flow control

- Cones
- Signs

Bathroom Control

- Two volunteers (Men's and Women's)
- Disposable gloves
- Hand sanitizers
- Disinfecting contact areas