

August 10, 2021

Friends in Christ,

On Saturday, August 7, the Session approved a new face mask policy and space usage guidelines for the church property given the recent guidance from multiple governmental sources.

In accordance with CDC recommendations and IDPH, masks are required when inside on the church campus whether one is vaccinated or unvaccinated. When outside, unvaccinated people need to wear a mask when in crowded spaces.* We will continue to offer online services and singing indoors and outdoors. Normal capacity limits are allowed for the facility.

If you have been exposed to COVID or have COVID-like symptoms, please join us online and we will save a seat for you when you return in person.

Please reach out to Gay Boundy, our Office Manager, with questions at gboundy@villagechurchnorthbrook.org or (847) 272-0900.

Joyfully,

Senior Pastor Spencer

**People are considered fully vaccinated two weeks after their second dose in a two-dose series such as Pfizer or Moderna vaccine or two weeks after single dose vaccine such as the Johnson and Johnson vaccine.*

GENERAL COVID GUIDELINES - Applies indoors and outdoors

- When indoors, cover your mouth and nose with at least a cloth face cover.
- Unvaccinated people need to wear a mask when outdoors in crowded spaces.
- Regularly wash hands with soap and water for at least twenty seconds and use hand sanitizer. Repeat frequently.
- Cover coughs and sneezes.
- Refrain from handshakes, hugs, kisses, etc.
- Stay home if you feel ill or have COVID-like symptoms.

Frequently Asked Questions about Worship

1. What are the basics for Sunday morning worship?

- 8:30 am Traditional Worship will be open for in-person participation and livestream will continue. Through September 26, 2021, the service is held in the Chapel in the Pines – weather permitting.
- 10:00 am Contemporary Worship will be open for in-person participation and livestream will continue.
- Children's Sunday School and Sunday Youth Church are available at 10:00 am. Both require completed health forms each week, and Children's Sunday School requires advance registration weekly on [Realm](#).
- Adult Sunday School is offered at 10:00 am and 11:15 am.

2. What cleaning will take place in the Sanctuary and the campus?

- Touchless hand sanitizer dispensers onsite and available at entrances including narthex.

- First and second floor bathrooms: all touch points and counters wiped down with disinfectant before, between, and after services.
- Attention to elevator touch points.
- Elevators restricted to only household and family units.
- Air handler will circulate air throughout Sanctuary.
- Sanctuary is sanitized with a fogging disinfectant (Vital Oxide) every Sunday morning prior to the first service.

3. Will the livestream still be operating?

Yes, the livestream is a significant ministry for us as a church. We will continue to invest resources, time, and energy to create wonderful services online.

4. When I arrive to the campus, what is expected of me?

- Arrive 15 minutes early to space out arrivals.
- Enter the church at Meadow Shopping Plaza entrance (Atrium entrance).
- Individuals over the age of two need to cover their mouths and nose with at least a cloth face cover.
- Refrain from handshakes, hugs, kisses, etc.
- No offering plates will be passed. Deposit offering in plates in the Narthex.

5. Will the restrooms be open?

Yes, all restrooms will be available.

6. What are the cleaning protocols for the Sanctuary, Fellowship Hall, and Westminster Hall?

The Facilities Manager will oversee the set up and disinfection of the rooms for groups and meetings per the CDC and Illinois Department of Public Health. The Facilities Manager will provide each room with hand sanitizer and cleaning supplies and monitor when refills are needed.

7. Will I have access to other parts of the campus including the elevator?

During worship, there will be clear signage to guide you throughout the campus. When you come to use Fellowship Hall, Westminster Hall, and other rooms, signage will direct you to the appropriate locations.

8. How do I sign up for access to Fellowship Hall and Westminster Hall and other rooms?

Email reservation requests to Kim Karpeles at kkarpeles@villagechurchnorthbrook.org. Greg Hartfield, Facilities Manager, will schedule the doors to be unlocked. Contact Greg at ghartfield@villagechurchnorthbrook.org.

9. What about Funerals, Memorial Services, and Weddings on the campus?

We can host gatherings and conduct interments at the Memorial Garden and Wall with no size limitations other than normal capacity limits. Livestreaming is an available option for indoor services.

10. How do I connect with the staff of the church?

Please reach out to the appropriate staff person or call the church and press their extension. Staff continues to work on/off site. Please call the church with questions at 847-272-0900. Gay Boundy, our Office Manager, and will be glad to help you.

Thank you for your patience and flexibility.

On behalf of the Session,

Rev. Dr. Spencer L. Lundgaard
Senior Pastor