

FBCA COVID-19 SAFETY PLAN UPDATE

Revised 16 September 2020

- All FBCA programs and regular events cancelled or moved outdoors
- Canine Companion Park and Children's Playground open; planning for upgrade to playground ongoing
- 2020 Annual General Meeting successfully held outdoors on September 10th
- Re-opening Committee developed protocols & sign-off sheets to allow groups of up to 50 people to rent FBCA facilities once again; protocols posted on website & in Hall
 - Fanny Bay Community Hall COVID-19 Protocol
 - FB Community Hall COVID-19 Kitchen Protocol
 - Protocol for rental requests during COVID-19 pandemic (*for use by Rental Agent*)
 - Washroom, Kitchen, and Touch Point Cleaning sign off sheets
- Sign posted on Community Hall entry door '*Do not enter if any COVID-19 symptoms, etc.*'
- COVID-19 reminder signs (e.g. safe distancing, hand washing, safe coughing/sneezing, room maximums) posted as appropriate throughout Hall
- COVID-19 Information Bulletin Board set up in main hallway
- Soft reopening of the Community Hall as of 15 September. Rental requests for activities and events in the Hall considered on a case-by-case basis.
 - COVID-19 safety plans and contact tracing lists required from all rental & user groups
 - FBCA Guidelines for writing a COVID-19 safety plan developed and posted on website and in Hall
 - Washroom use limited to one designated washroom; others posted as closed. Additional washrooms available with pre-approval from Rental Agent
 - Hand sanitizers available at front entry; rental/user groups required to bring their own hand sanitizers
- Hall cleaning schedule adapted according to use of Hall
- FBCA Directors and entry door key holders advised of appropriate protocols for entering & exiting Hall
- Regular monthly FBCA Board meetings continue via Zoom
- Ad hoc Board committee meetings continue in-person following physical distancing rules if only 2-3 people involved, or via Zoom or email
- Financial planning ongoing to mitigate loss of revenue from rentals
 - FBCA representative meeting regularly with other Community Hall groups on Island to brainstorm ideas to keep such groups afloat
 - Outdoor Market Days in July and August successful; Studio Tour scheduled for Sept. 26th
 - Various grant requests submitted
- COVID-safe outdoor Halloween celebration being planned