

## Suggested Covid-19 Meeting Guidelines

These Suggested Guidelines are intended to assist clubs looking for guidance in conducting in-person meetings. In addition to the Suggested Guidelines, Clubs and our District are advised to follow all federal, state and local government guidelines and recommendations.

Your health and safety are always our top priorities as in-person activities resume.

As this is an evolving situation, all guidance here is to be subject to the most recent orders of local, state and federal government. If governmental guidance is more stringent, please follow the governmental orders.

Please consider the following suggestions:

- Continue to hold club meetings virtually until local and state restrictions have been lifted or eased to permit in-person meetings.
- Consider meeting outdoors or in well-ventilated tented areas, while maintaining social distancing.
- Consider surveying your members anonymously to gauge their comfort level for in-person meetings.
- Should in-person club meetings be held, clubs should consider live-streaming the meeting or recording it to accommodate members who are not in attendance.
- Confirm that any in-person club meetings and/or events follow governmental recommendations and regulations.
- Confirm that your meeting venue is open and available for an in-person meeting.
- Determine if the meeting venue has its own regulations and/or restrictions pertaining to group meetings. (For example: some venues may not allow for groups of more than a set number of individuals to meet and/or require that individuals be seated at least six (6) feet apart.)
- No in-person club meetings or events should be considered mandatory for any Rotary club member who is uncomfortable attending.
- Masks are encouraged to be worn at all in-person club meetings and events.
- Hand sanitizer should be provided at all in-person club meetings and events.

- Request that no personal contact occur between members, including, by example only, shaking hands, hugging, and kissing.
- The meeting speaker(s) should be provided a buffer of six (6) feet or more.
- Please consider that beginning July 1st, 2020 the insurance coverage provided by Rotary International may not cover COVID-19 related liabilities.

*NOTE: These guidelines are for the health and safety of our Rotary club members.*

District 6450 committees will continue to host meetings and events virtually and will not be hosting any in-person meetings and in-person events at this time.