

BWVC Special Meeting
7:30 PM at the BWVC
Wednesday, March 11, 2020

Attendance: Pam Cohen, Denis O'Regan, Toby Ridings, Shari Phalen, Debbi Sheiker, Mary Young.

Proposed Agenda: Discussion of COVID 19 and its impact on Coffee House and future events.

Discussion Notes:

- Denis opened the meeting by discussing the concerns relating to the spread of the coronavirus. He subsequently made a motion that 2 people on the committee be appointed to make decisions on the safety of commencing with future meetings and scheduled events.
 - He proposed that he and Toby Ridings make up the committee.
 - The motion was passed and seconded.
 - The upcoming Coffee House was of primary concern and here is what the committee agreed to do to address the threat:
 - No food will be allowed into the BWVC for the coffee house event
 - No committee members will participate in the collection of the admission at the door
 - Coffee House volunteers will need to man the door
 - A script will be provided to volunteers manning the door with information about proper hygiene, no food sharing, etc.
 - Anyone taking money will wear gloves
 - Two signs will be posted with the following information:
 - No food for sharing
 - If you feel ill, please do not attend
 - Proper hygiene for coughing, hand washing, etc.
 - The MC will also read the script provided at the door to the assembly before commencing the coffee house
 - It was also discussed that any new rentals will need to be made aware of an additional cleaning fee to ensure the facility is being hyper-vigilant about cleanliness
 - It was determined that the procedures outlined above are an interim stop gap and the issues will be revisited on Monday night at our regular meeting, and as needed.

Motion to adjourn at 8:15 PM was approved.

Respectfully,

Mary Young,

BWVC Secretary