

February 12, 2022

St. Peter's AME Church

RE: Protocol for Funerals (Reopening)

Protocol and procedure regarding funerals held at the church. This, of course, is subject to change as needed:

1. The Bereavement Ministry, the Pastor, and the Trustee Pro Tem meet with the family.
2. If the deceased was a member of St. Peter's, there is no fee. If a non-member, advise the family of the fee.
3. Advise of maximum occupancy. Negotiate date/time, number of attendees, and time constraints for set-up, service, removal, and departure
4. If applicable, determine the fees for the following: music, officiation, programs, and facility use.
5. Schedule ushers and volunteers for coverage on the agreed-upon date.
6. All visitors will be screened for COVID at the main entrance (temperature check, masks, contact tracing list).
7. All CDC guidelines and social distancing will be observed during the funeral.
8. Until the kitchen is cleaned and deemed fully compliant by the Kitchen Ministry, there will be no repast in the church. When the kitchen and Fellowship Hall are initially reopened, there will be a maximum occupancy of 40 persons (4 per table) allowed for a repast.
9. Trustee coverage will be provided for the funeral.
10. The common usage areas (sanctuary, 1st floor bathrooms) will be cleaned following the funeral.

Respectfully submitted,

W.D. Foster-Graham

Trustee Pro Tem

St. Peter's AME Church