After thoughtful and prayerful consideration, and my desire to keep all of you safe during this Coronavirus pandemic, I have implemented the following guidelines in how we worship and operate at St. Stephen. These guidelines are temporary until the pandemic is controlled. Finally, *please receive this not as a reaction to fear*, but to be sensible and proactive as a leader to ensure safety for all who come through our doors.

1. Sanitizers cannot be found anywhere. Let me encourage you to bring your own hand sanitizer to church. Use it prior to coming to worship and use it again as you depart. The hand sanitizer we have in the building will be in the Narthex. Again use prior to coming in the sanctuary and use upon leaving. We do have hand sanitizing pumps on order that will be place in various parts of the building.
2. The *right hand of fellowship* is a very important part of Christian worship, particularly at St. Stephen. However, for a short period of time, we will temporarily suspend this practice. Instead, I will encourage us to stand in place and wave to acknowledge each other.
3. Class Leaders: Please check on all of your members. Submit a short report to me telling me of your findings by Sunday, April 5, 2020. You may call or email me at [darryl.williams.1616@gmail.com](mailto:darryl.williams.1616@gmail.com).
4. In the event of a “worst case scenario” where people, especially seniors are quarantined, we suggest the following:
   * Download Givelify on your I Phone/Smartphone (go to your App Store on your phone) so that your church can continue to receive your tithes and offerings to remain financially viable. If that is not an option, be consistent and intentional about mailing your offering.
   * To keep everyone connected in the event of a crisis such as a quarantine, I will offer service through a conference call that will consist of a prayer, song, scripture, a brief word from the pastor and the Benediction. Just call **(712) 770-4035 Access Code 718167#**. It would begin at 10:30 a.m. Or, you can tune in on ***Facebook***.
5. Other Common-Sense Suggestions

* Stay home if you are sick
* Cough in your elbow, not in your hands
* Regularly wipe down hard surfaces; communion trays, offering plates, counter tops
* Drink plenty of water
* Wash your hands for 20 seconds and do so frequently
* Avoid touching your eyes, nose and mouth.

Lastly, as a community of faith, we are not to live in fear and panic which can easily be stirred by watching television and listening to people. I discourage that kind of talk around St. Stephen. ***Don’t stop living***! We serve a God who takes care of us. However, it would be irresponsible for us not to take reasonable, common sense precautions. Thus, the reason for this document. I encourage you to hang this on your refrigerator.