

### Masks:

- Masks will no longer be required for individuals who are fully vaccinated
- Masks will be required for individuals who are unvaccinated or partially vaccinated
- “Honor System” – no checking of vaccination status
- Put up signage to make people aware of our mask policy

### Capacity / Social Distancing:

- Chairs to be spaced 6”-1’ apart
- Increase number of chairs in the room as much as possible, with minimal distancing

### Other Changes:

- No longer read Social Distancing Guidelines prior to every meeting
- No temperature screening
- Sanitizing Wipes:
  - Will provide a can to leave at Secretary desk for misc. use
  - No longer wipe down chairs after meetings
- Coffee Service:
  - Return of coffee maker service position
  - Use of disposable cups & mugs
  - OK to bring food to share
  - Only coffee maker to be behind bar & volunteer cleaners after meeting
  - Change supply can back to coffee can
- Windows & doors to remain open during meetings – unless during extreme weather windows may be kept closed
- Bring back literature table for Grapevine Magazines, pamphlet display & meeting schedules
- Literature rep for each meeting – Secretary no longer has to be only one to handle literature sales
- Phone Lists:
  - Continue to use preprinted Men’s and Women’s phone lists, handed out by secretary or literature rep
- 7<sup>th</sup> Tradition Basket:
  - Pass the basket or each meeting can decide for themselves
  - Will amend the Meeting Format – Still include digital contribution methods

- Contact Closing: Will amend the Meeting Format to allow contact closing if choose or may not
  
- Secretaries:
  - No need for special training – Outgoing secretary may train incoming
  - Will scan Secretary Training Manuel and email to incoming secretaries
  - Incoming secretaries need to provide name, email & phone number to Secretary Coordinator
  
- Update Meeting Format to reflect changes in guidelines
  - Bring back secretary case & binder
  - Meetings may use their own format or the standard format