



## LOWA Amenities, Events, Meetings and Offices

### Coronavirus Status

**January 13, 2021 as of 3 PM**

**All Changes Are Highlighted**

Status information subject to change and contingent upon guidance from the Governor's Office, this document will be updated as needed to respond to those directives. Click the amenities listed below to view the details of the restrictions.

**State restrictions effective December 14, 2020 – January 31, 2021. As such all parties, meetings or gatherings must be limited to 10 people or fewer. Masks are required for all people ages 5 and over. Restaurants are already governed by strict social distancing requirements and are not included in this limit.**

#### COLOR KEY:

 **CLOSED FOR THE SEASON**  
 **OPEN WITH RESTRICTIONS**

 **CLOSED**  
 **OPEN FOR NORMAL OPERATIONS**

 **RESTRICTIONS VARY**

| PHASE THREE AMENITIY STATUS                          |                                     |                                      |
|--|-------------------------------------|--------------------------------------|
| Beaches  | Campgrounds                         | Community Center: Indoor Sports      |
| Community Center: Meetings and Event Rooms           | Dog Park                            | Equestrian Center                    |
| Fitness Center                                       | Golf Course                         | Lakes: Boating                       |
| Lakes: Marinas                                       | Parks: Basketball Courts/Ballfields | Parks: Playgrounds/Pavilions/Gazebos |
| Pickleball/Tennis Courts                             | Pools:                              | Restaurant: Clubhouse                |
| Restaurant: Fareways                                 | Trails                              | Offices                              |
| Board / Committee / Special & Annual Member Meetings |                                     | Community Wide Events                |

| AMENITIES  | STATUS   |
|--|--|
| Beaches  | <b>Phase 3:</b> <ul style="list-style-type: none"> <li>• Beaches open to full capacity.</li> <li>• Social distancing between people not in the same household encouraged.</li> </ul>   |
| Campgrounds                                      | <b>Phase 3:</b> <ul style="list-style-type: none"> <li>• Open for normal operations.</li> <li>• Social distancing encouraged.</li> <li>• Showers open.</li> <li>• Increased sanitization.</li> </ul>   |
| Community Center:<br>Indoor Sports               | <b>Phase 3:</b> <ul style="list-style-type: none"> <li>• Closed for indoor sports.</li> </ul>  |
| Community Center:<br>Meetings and Event<br>Rooms | <b>Phase 3:</b> <ul style="list-style-type: none"> <li>• Open M-F 8:30 AM – 5 PM</li> <li>• Evening, Weekend or Holiday meetings require prior approval.</li> <li>• Click Here: <b>Cold Weather Meet Responsibly Guidelines</b> required</li> <li>• Limited club or group meetings</li> <li>• Limited/virtual board, membership, committee meetings.</li> <li>• Increased sanitization, Masks, Social distancing required.</li> </ul>  |
| Dog Park   | <b>Phase 3:</b> <ul style="list-style-type: none"> <li>• Open with social distancing requirements.</li> </ul>  |
| Equestrian Center                                | <b>Phase 3:</b> <ul style="list-style-type: none"> <li>• Staff are available 8:30 AM to 5 PM Monday through Friday and Saturday and Sunday 9 AM to 5 PM, <b>by appointment only.</b></li> <li>• Private and semi-private lessons, pony rides and trail rides <b>by appointment only</b>- 1-2 riders per session.</li> <li>• Masks required while tacking and untacking and when in 6 feet of staff or people not in the same household.</li> <li>• Riders need to allot for time after their lesson to clean their tack and borrowed equipment, per staff guidance.</li> <li>• Children will be reminded to wash their hands and bring hand sanitizer.</li> <li>• Camp attendance will be limited to 8 campers.</li> </ul> |

## Fitness Center

### Phase 3:

**Click Here to read the:** Fitness Center Reopening Action Plan

- 8 AM to 8 PM, Closed Sundays (Through February 1<sup>st</sup>)
- 7 AM to 8 PM, Closed Sundays. (Beginning February 1<sup>st</sup>)
- Attendant on site 2 PM – 8 PM. (Beginning February 1<sup>st</sup>)
  - Members must still follow all check in procedures (see below)
- Check-in Procedures- Members Must:
  - Take a self-assessment before going, do not go if:
    - You have a fever or 100 degrees or higher;
    - You feel sick in any way (including headache, sore throat, nausea, body aches or diarrhea);
    - If you have spent time (15 minutes or more) with someone who has been diagnosed with COVID 19;
    - You recently traveled out of state or abroad.
  - Sanitize your hands and take your temperature upon arrival.
  - Wear a mask when entering or exiting the facility and when socializing or using the restroom.
  - Wipe down all equipment before and after use.
  - Maintain physical distancing while working out.
  - Follow all instructions as posted on signs within the facility.
- Open to annual members only, no daily use, no guests
- Capacity limit of 25 people, one-hour limit per person.
- Sign up required via the <http://www.LOWA.org/FitnessCenter> booking tool on LOWA.org.
- 10-foot social distancing requirements.
- Separate entry and exit points.
- Equipment spaced or tagged out for social distancing.
- Increased sanitization.
- LOWA approved personal trainers are permitted. Call 540-972-9680 for info.
- No classes, group activities.

|                                      |   |
|--------------------------------------|---|
| Golf Course                          | <b>Phase 3:</b> <ul style="list-style-type: none"> <li>• Pro Shop limited to one golfer at a time.</li> <li>• Members must enter via the exterior door by the First Tee.</li> <li>• Masks required.</li> <li>• All sales final.</li> <li>• Members who reside in the same household or arrive in the same vehicle may ride in the same golf cart. All others must use separate golf carts and social distance.</li> <li>• Course marshals will enforce six-foot social distancing.</li> <li>• Tournaments, leagues, and events may resume.</li> <li>• No gatherings of more than 10.</li> </ul> |
| Lakes: Boating                       | <b>Phase 3:</b> <ul style="list-style-type: none"> <li>• Open to all activities.</li> <li>• Limit gatherings at Marinas and Docks to keep the six-foot social distancing.</li> <li>• Watercraft operators must heed the Boat Responsibly Guidelines <a href="http://www.LOWA.org/BeachesCOVID19">www.LOWA.org/BeachesCOVID19</a></li> </ul>   |
| Lakes: Marinas                       | <b>Phase 3:</b> <ul style="list-style-type: none"> <li>• Open to all activities.</li> <li>• Limit gatherings at Marinas and Docks to keep the six-foot social distancing.</li> <li>• Watercraft operators must heed the Boat Responsibly Guidelines <a href="http://www.LOWA.org/BoatResponsibly">www.LOWA.org/BoatResponsibly</a></li> </ul>   |
| Parks: Basketball Courts/Ballfields  | <b>Phase 3:</b> <ul style="list-style-type: none"> <li>• Basketball courts open.</li> <li>• Limit 10 individuals not in the same household.</li> <li>• Baseball fields open.</li> </ul>   |
| Parks: Playgrounds/Pavilions/Gazebos | <b>Phase 3:</b> <ul style="list-style-type: none"> <li>• Playgrounds, gazebos, and grills are open but are not cleaned or sanitized regularly, members should use at their own discretion, maintain social distancing, and wash their hands frequently.</li> <li>• Pavilions open by reservation through Community Activities, 540-972-9680 only and additional sanitation requirements.</li> <li>• No gatherings of more than 10.</li> </ul>   |

|                          |   |                           |                        |                       |           |                   |                 |          |                    |                 |        |                    |                 |          |                    |                           |  |  |                           |        |                   |                           |  |  |                          |  |  |                           |
|--------------------------|---|---------------------------|------------------------|-----------------------|-----------|-------------------|-----------------|----------|--------------------|-----------------|--------|--------------------|-----------------|----------|--------------------|---------------------------|--|--|---------------------------|--------|-------------------|---------------------------|--|--|--------------------------|--|--|---------------------------|
| Pickleball/Tennis Courts | <b>Phase 3:</b> <ul style="list-style-type: none"><li>• Open for outdoor play only.</li><li>• Doubles play rules for households, family, or someone with which you have ALREADY been in close contact.</li><li>• Open to annual members only, no daily use, no guests</li><li>• Ball cleaning between use.</li><li>• Social distancing requirements.</li><li>• No Indoor Play</li><li>• Increased sanitization.</li></ul>   |                           |                        |                       |           |                   |                 |          |                    |                 |        |                    |                 |          |                    |                           |  |  |                           |        |                   |                           |  |  |                          |  |  |                           |
| Pools:                   | <b>Phase 3:</b> <ul style="list-style-type: none"><li>• Closed for the Season</li></ul>   |                           |                        |                       |           |                   |                 |          |                    |                 |        |                    |                 |          |                    |                           |  |  |                           |        |                   |                           |  |  |                          |  |  |                           |
| Restaurant: Clubhouse    | <b>Phase 3:</b> <ul style="list-style-type: none"><li>• Interior restaurant and deck open at 50% capacity, no bar seating.</li><li>• Any person age 5 and older must always wear a mask or face covering while entering, exiting, traveling through, and spending time in the Clubhouse.</li><li>• Masks need not be worn while patrons are seated at their tables.</li><li>• Clubhouse hours:<table><tr><td></td><td><i>Member's Lounge</i></td><td>Dining rooms and deck</td></tr><tr><td>Wednesday</td><td>4:00pm to 9:00 pm</td><td>5:00 to 9:00 pm</td></tr><tr><td>Thursday</td><td>4:00pm to 10:00 pm</td><td>5:00 to 9:00 pm</td></tr><tr><td>Friday</td><td>4:00pm to 10:00 pm</td><td>5:00 to 9:00 pm</td></tr><tr><td>Saturday</td><td>4:00pm to 10:00 pm</td><td>Lunch 11:00 pm to 4:00 pm</td></tr><tr><td></td><td></td><td>Dinner 5:00 pm to 9:00 pm</td></tr><tr><td>Sunday</td><td>4:00pm to 9:00 pm</td><td>Brunch 10:00 am to 1:00 m</td></tr><tr><td></td><td></td><td>Lunch 1:00 pm to 4:00 pm</td></tr><tr><td></td><td></td><td>Dinner 5:00 pm to 9:00 pm</td></tr></table></li><li>• Clubhouse take out service last call 8:30 PM.</li><li>• No separate checks for takeout service</li><li>• All special events, and all clubs and organization meetings canceled or postponed until further notice.</li><li>• Increased sanitization.</li><li>• Lower level of Clubhouse closed.</li><li>• Delivery to resume, more info to follow.</li></ul> |                           | <i>Member's Lounge</i> | Dining rooms and deck | Wednesday | 4:00pm to 9:00 pm | 5:00 to 9:00 pm | Thursday | 4:00pm to 10:00 pm | 5:00 to 9:00 pm | Friday | 4:00pm to 10:00 pm | 5:00 to 9:00 pm | Saturday | 4:00pm to 10:00 pm | Lunch 11:00 pm to 4:00 pm |  |  | Dinner 5:00 pm to 9:00 pm | Sunday | 4:00pm to 9:00 pm | Brunch 10:00 am to 1:00 m |  |  | Lunch 1:00 pm to 4:00 pm |  |  | Dinner 5:00 pm to 9:00 pm |
|                          | <i>Member's Lounge</i>  | Dining rooms and deck     |                        |                       |           |                   |                 |          |                    |                 |        |                    |                 |          |                    |                           |  |  |                           |        |                   |                           |  |  |                          |  |  |                           |
| Wednesday                | 4:00pm to 9:00 pm   | 5:00 to 9:00 pm           |                        |                       |           |                   |                 |          |                    |                 |        |                    |                 |          |                    |                           |  |  |                           |        |                   |                           |  |  |                          |  |  |                           |
| Thursday                 | 4:00pm to 10:00 pm  | 5:00 to 9:00 pm           |                        |                       |           |                   |                 |          |                    |                 |        |                    |                 |          |                    |                           |  |  |                           |        |                   |                           |  |  |                          |  |  |                           |
| Friday                   | 4:00pm to 10:00 pm  | 5:00 to 9:00 pm           |                        |                       |           |                   |                 |          |                    |                 |        |                    |                 |          |                    |                           |  |  |                           |        |                   |                           |  |  |                          |  |  |                           |
| Saturday                 | 4:00pm to 10:00 pm  | Lunch 11:00 pm to 4:00 pm |                        |                       |           |                   |                 |          |                    |                 |        |                    |                 |          |                    |                           |  |  |                           |        |                   |                           |  |  |                          |  |  |                           |
|                          |   | Dinner 5:00 pm to 9:00 pm |                        |                       |           |                   |                 |          |                    |                 |        |                    |                 |          |                    |                           |  |  |                           |        |                   |                           |  |  |                          |  |  |                           |
| Sunday                   | 4:00pm to 9:00 pm   | Brunch 10:00 am to 1:00 m |                        |                       |           |                   |                 |          |                    |                 |        |                    |                 |          |                    |                           |  |  |                           |        |                   |                           |  |  |                          |  |  |                           |
|                          |   | Lunch 1:00 pm to 4:00 pm  |                        |                       |           |                   |                 |          |                    |                 |        |                    |                 |          |                    |                           |  |  |                           |        |                   |                           |  |  |                          |  |  |                           |
|                          |   | Dinner 5:00 pm to 9:00 pm |                        |                       |           |                   |                 |          |                    |                 |        |                    |                 |          |                    |                           |  |  |                           |        |                   |                           |  |  |                          |  |  |                           |

|                             |   |
|-----------------------------|---|
| <p>Restaurant: Fareways</p> | <p><b>Phase 3:</b></p> <ul style="list-style-type: none"> <li>• Interior Restaurant 45-person capacity to maintain 6-foot social distancing. No bar seating.</li> <li>• Patio open for regular business.</li> <li>• Any person age 5 and older must always wear a mask or face covering while entering, exiting, traveling through, and spending time in Fareways.</li> <li>• Masks need not be worn while patrons are seated at their tables.</li> <li>• Modified Hours: <ul style="list-style-type: none"> <li>○ Monday-Saturday 8 a.m. to 9 p.m.</li> <li>○ Sunday 8 a.m. to 6 p.m. (beginning July 1, 2020)</li> </ul> </li> <li>• Takeout via window service will continue,</li> <li>• Delivery service discontinued.</li> <li>• Go to LOWA.Org for menu,</li> <li>• Call to order for Carryout only at 540-972-2216.</li> <li>• Takeout orders must be placed by 8:30 p.m. Monday- Saturday and by 5:30 p.m. Sunday.</li> <li>• No separate checks for takeout.</li> <li>• Increased sanitization.</li> </ul> |
| <p>Trails</p>               | <p><b>Phase 3:</b></p> <ul style="list-style-type: none"> <li>• Open with social distancing requirements.</li> </ul>  |

## Offices

All Association business will be conducted by phone, email, mail or limited walk-in service in the Member Services area only. For all other business you must make an appointment. There will be a pre-screening phone call using three questions:

1. Have you or anyone in your family been experiencing a fever or cough over the last two weeks?
2. Have you or anyone in your family traveled outside the country over the last two weeks?
3. Have you or anyone in your family been exposed to a person that has tested positive for COVID-19?

If any of these answers is “yes”, we will serve you by phone and/or delay the appointment for at least two weeks.

Call 540-972-2237 or email [FrontDesk@LOWA.org](mailto:FrontDesk@LOWA.org) for assistance. Members are encouraged to login to [LOWA.Org](http://LOWA.Org) to view their statements.

**LOWA Security** encourages use of TEK Control for guests. If you require non-emergency services, call for an appointment at 540-972-2020. ***We ask that you voluntarily limit the number of guests invited into the community.***

| OFFICES  | STATUS   |
|--|--|
| <ul style="list-style-type: none"><li>• Community Center</li><li>• ECC/Maintenance</li><li>• Equestrian Center</li><li>• Holcomb Building:<br/>Administration / Member Services/<br/>Communications</li><li>• Woods Center/Golf Pro Shop<br/>(see Golf above)</li><li>• Dodson Building/Security</li></ul> | <p><b>Phase 3:</b></p> <ul style="list-style-type: none"><li>• Member Services open for limited walk-in activity. No more than two members at a time with one associate each in the Member Services area. Maintain social distancing. <b>Masks required.</b> Screening questions.</li><li>• Appointments are required for new members or other visits that may take longer than five minutes.</li><li>• Access to upstairs Holcomb Building offices is through Member Services entrance only and requires escort. Front door to remain locked. Appointments highly recommended. Maintain social distancing. Masks required.</li><li>• Members may continue to handle bill / assessment renewal payments, amenity payments by mail-in or phone-in, or drop-off.</li></ul> |

## Board / Committee / Special & Annual Member Meetings

| MEETINGS  | STATUS   |
|---|--|
| <ul style="list-style-type: none"> <li>Board of Directors</li> </ul>              | <p><b>Phase 3:</b></p> <ul style="list-style-type: none"> <li>LOWA Board of Directors meetings continue as scheduled with limited in-person participation by Directors, GM, and Staff and on ZOOM or watch at <a href="http://www.LOWA.org/Videos">www.LOWA.org/Videos</a>.</li> <li>Members may either send comments ahead of time to Board@LOWA.Org. or attend the virtual meeting via Zoom.</li> <li>Zoom meeting IDs and instructions <a href="http://www.LOWA.org/Agendas">www.LOWA.org/Agendas</a>. The meeting video will be available as soon as possible upon conclusion</li> <li>Social distancing requirements.</li> <li><b>Masks Required</b></li> <li>Prescreening questions.</li> <li>Increased sanitization.</li> </ul> |
| <ul style="list-style-type: none"> <li>Annual &amp; Special Membership</li> </ul> | <p><b>Phase 3:</b></p> <ul style="list-style-type: none"> <li>Voting via VoteNow.com.</li> <li>Live Streaming or Zoom options available.</li> <li>Meet Responsibly Guidelines Required</li> <li>Limit 10.</li> </ul>   |
| <ul style="list-style-type: none"> <li>Committees</li> </ul>                      | <p><b>Phase 3:</b></p> <ul style="list-style-type: none"> <li>Via Zoom with at least two in-person representatives or committees may ask the GM for permission to host entirely virtual meetings.</li> <li>Follow <a href="#">Meet Responsibly Guidelines</a>.</li> <li>Monday – Friday 8:30 AM – 5 PM, for meetings held at the Community Center.</li> <li>Committees wishing to meet in the evening must get prior approval through Community Operations 540-972-9680 or <a href="mailto:CommitteeSupport@LOWA.org">CommitteeSupport@LOWA.org</a></li> <li>Social distancing requirements.</li> <li>Prescreening questions.</li> <li>Increased sanitization.</li> </ul>  |



## Community Wide Events

| EVENTS   | STATUS   |
|--|--|
| <ul style="list-style-type: none"><li>• <b>GM's Annual Budget Presentation</b></li></ul>                                     | Via Zoom, January 19 <sup>th</sup> @ 7 PM<br>Join Zoom Meeting<br><a href="https://us02web.zoom.us/j/89766560515">https://us02web.zoom.us/j/89766560515</a><br>Meeting ID: 897 6656 0515 |
| Check <i>Lake Currents</i> and <a href="http://www.LOWA.org/Calendar">www.LOWA.org/Calendar</a> for LOWA & Community events. |  |

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**Lake of the Woods Association  
COVID-19 Plan**

**Fitness Center Reopening Action Plan**

**Phase 3**

**Hours of Operation**

**Monday-Saturday 8am to 8pm (Through February 1<sup>st</sup>)**

**Monday-Saturday 7am to 8pm (Beginning February 1<sup>st</sup>)**

**Closed Sunday**

**Access Control**

**Members:**

- Open only to Annual Fitness Center Members. No Guest. No daily members.
- All persons must answer the following questions:
  - Are you currently experiencing fever of 100.4 or higher or a sense of having a fever?
  - Do you have a new cough, new shortness of breath, new chills, new sore throat, new muscle aches that cannot be attributed to another health condition?
  - Have you or anyone in your family traveled outside the country over the last two weeks?
  - Have you or anyone in your family been exposed to a person that has tested positive for COVID-19?
  - Members will be required to take temperature prior to entering using a quick read forehead thermometer provided by attendant.
- Members can reserve an individual one-hour time slot by visiting the [LOWA.org/FitnessCenter](https://LOWA.org/FitnessCenter) or by calling (540)-412-6016. Limit 25 persons per hour.
- Must check in with Fitness Center Attendant and present a proximity photo ID card at outside window.
- Check in will be one person at a time.
- Personal trainers permitted during Phase 3.
- No exercise classes during Phase 3.
- Water fountains will have the water turned off.

LOWA:

- Attendant will check in all Fitness Center Members and monitor all use.
- Attendant will control entry and exit points to ensure compliance with social gathering limitations.
- Attendant will announce a 10-minute notice to members to complete all activities and to clean their equipment.
- Attendant will walk through and check on cleanliness 5 minutes before the next time slots.
- Attendant will check restrooms every hour.
- Custodial Staff will be cleaning the Fitness Center twice daily Monday through Friday.
- Fitness Center will be closed on Sundays.

### **Social Distancing**

Members:

- Maintain current 10 feet social distancing guidelines unless you are family or live in the same household.
- Be courteous to all other members and Attendants on duty by complying with current social distancing guidelines.
- Wear a mask when entering or exiting the facility and when socializing or using the restroom.

LOWA:

- Signage will be placed throughout to remind Patrons of current social distancing guidelines.
- Fitness equipment will be spaced out or tagged out to maintain current social distancing guidelines.

### **Reduced Touch Points and Increased Cleaning**

Members:

- Wash hands and use sanitizer more frequently.
- Comply with guidelines on sanitization of equipment and oneself. Wipe down equipment after each use.

LOWA:

- Doors will be propped open to limit touching apart from the restroom doors.
- Exercise mats, jump ropes, exercise bands will be removed.
- Cubbies will be unavailable for use.

## COVID-19 FITNESS CENTER QUESTIONS & ANSWERS

1. Who can use the Fitness Center during Phase 3?
  - A. Annual Fitness Center Members only. No guests. No daily members. Contact the Member Services desk at 540-972-2237 to renew or purchase a membership and activate a LOWA photo ID proximity card. You cannot purchase an annual membership at the Fitness Center. **LOWA approved personal trainers are permitted. Call 540-972-9680 for info.**
2. Am I required to wear a mask?
  - A. Not while exercising. **You must wear a mask when entering or exiting the facility and when socializing or using the restroom.**
3. What can I bring?
  - A. You may bring a water bottle. The water fountain will be shut off during Phase 3. Please limit personal items since we are removing the cubbies.
4. How do I make a reservation for my time slot?
  - A. You can reserve an individual one-hour time slot by visiting the [LOWA.org/FitnessCenter](https://www.iowa.org/FitnessCenter) or by calling (540) 412-6016. Go to the LOWA website and log into your account and go to Fitness Center Amenity. Sign up for a slot. Limit 25 persons per hour.
5. How will check in be handled?
  - A. Go to the outside window where the Fitness Attendant will check for your name on the sign-up list. Bring your LOWA photo ID proximity card to tap against the reader. The attendant will ask you to take your own temperature with a quick read forehead thermometer before entering.  
If no Attendant is present, follow the directions on the signs and use your LOWA photo ID to enter the facility.
6. I am a weightlifter. Can I use a spotter?
  - A. Only if the spotter is from the same household.
7. Can I sign up online for more than one time period in one day?
  - A. No, but you can sign up for a second hour by asking the attendant on duty if there is an open slot in the following hour. You must wait until the hour begins to see if there is an opening. For example, you must wait until 9 am or after to take a 9-10 am slot. We ask that if demand is high members limit their use to once per day to allow others an opportunity to sign up.
8. Can I sign up online more than one person?
  - A. Yes. You can sign up one other Fitness Center Member. You may sign up for a time slot seven days ahead of time.

[WWW.iowa.org/FitnessCenter](https://www.iowa.org/FitnessCenter) | 540-412-6016



**Lake of the Woods Association  
COVID-19 Plan**

**Cold Weather Meet Responsibly Guidelines**

1. All meetings must be scheduled between normal business hours: M - F, 8:30 AM - 5:00 PM
2. Evening, weekend or holiday meetings must have prior approval:
  - a. Committees should submit their requests to [CommitteeSupport@LOWA.org](mailto:CommitteeSupport@LOWA.org)
  - b. Clubs & Other Groups should submit their request to [CommunityActivities@LOWA.org](mailto:CommunityActivities@LOWA.org)
  - c. Requests must include a written COVID-19 Plan which meets all the requirements below.
  - d. Clubs and groups must provide a designated volunteer monitor to ensure requirements are met.
3. Answer "NO" to the 3 pre-screening questions.
  - a. Have you or anyone in your family been experiencing a fever or cough over the last two weeks?
  - b. Have you or anyone in your family traveled outside the country over the last two weeks?
  - c. Have you or anyone in your family been exposed to a person that has tested positive for COVID-19?
4. Entirely virtual Zoom meetings strongly preferred.
5. Limit in-person meetings to no more than 1.5 hours maximum. (Exception: ECC, LCC, and the Joint budget hearings Dec. 1-3)
6. Stay 6 feet apart from everyone, 10 feet apart if exercising or dancing.
7. Masks required.
8. Don't congregate, leave immediately upon conclusion of your meeting.
9. Avoid exchange of paperwork – email ahead of time.
10. No access until 30 minutes prior to your scheduled meeting.
11. Avoid touching common surfaces.
12. Remain in your designated meeting space, don't access any other areas except restrooms.
13. Don't enter employee offices.