

## **GACA Re-Engagement Plan through Aug 31, 2020**

Revised May 29, 2020

The Gaylord Area Council for the Arts (GACA) Board of Directors has approved the following “Re-Engagement Plan” to re-open our programs, exhibits and services in light of the COVID-19 pandemic. GACA’s intention for this plan is to comply with the Executive Orders of the State of Michigan, OSHA and other applicable laws or requirements and the recommendations of the Centers for Disease Control (CDC). This plan may be periodically revised as the course of the disease changes and/or in order to stay in compliance with applicable Executive Orders, requirements and recommendations.

- Closures
  - Art Center closed to the public through June 17<sup>th</sup>.
  - No in-person indoor workshops or other organized gatherings in the Art Center until further notice.
  - No in-person indoor receptions until further notice.
- Re-Openings
  - Re-open Art Center June 18<sup>th</sup>.
    - Limited hours Thurs and Fri. 1 to 4 pm; Sat 12 – 2 pm. Other times by appointment and/or as volunteers are willing to staff the center.
    - Admin Assist to staff Art Center on Fridays. Volunteers on Thursdays and Saturdays.
    - Require all to wear masks while in the Art Center, if others are present. (Disposable masks will be provided at the front door to give away to anyone who doesn’t have one. Staff and volunteers encouraged to bring their own masks).
    - Require all to sanitize their hands when entering the building.
    - Restroom off limits to the public.
    - No sign-in book.
    - A Plexiglas barrier will be mounted in the window between the office and gallery, with a slot to allow passage of money, credit cards, receipts, etc.
    - No more than 10 people allowed in the building at any one time.
    - Encourage all to keep at least 6 feet apart from one another while in the building, unless they are occupants of the same household.
    - Signs of requirements to enter building will be posted at both front and back doors.
    - Staff and volunteers to be trained on new procedures.

- Volunteers and staff to sanitize commonly touched surfaces when first entering the building and after each visitor leaves.
  - Staff, contractors and volunteers will be asked not to report for their shift if they have symptoms of fever, cough, shortness of breath, sore throat or diarrhea or if they have had close contact in the last 14 days with someone diagnosed with COVID-19 or have traveled on an airplane internationally or domestically in the last 14 days.
  - Staff, contractors and volunteers will be asked to report to GACA representatives immediately if they have a confirmed case of COVID-19.
  - If an employee, contractor or volunteer is identified with a confirmed case of COVID-19, within 24 hours, a GACA representative will notify the local public health department and any co-workers, contractors, volunteers or suppliers who may have come into contact with the person with a confirmed case of COVID-19.
  - Jan Kellogg and Sheryl Lamarand are designate as GACA's representatives to oversee and train volunteers and contractors on the implementation, monitoring, and reporting on the COVID-19 control strategies developed under this "Re-Engagement Plan".  
Call: 989-732-2342 to report any health or safety concerns.
- Summer Exhibit – "Sequestered Art"
  - Hold physical and virtual "Sequestered Art" exhibit in July and Aug. No fee to enter.
  - Artists pick up art from the "Inspired by the Masters" exhibit week of June 18<sup>th</sup>, during regular Art Center hours.
  - Artists drop off art for "Sequestered Art" exhibit week of June 22<sup>nd</sup>, during regular Art Center hours.
  - Exhibit hung by 1 or 2 volunteers the week of June 29<sup>th</sup>.
  - No in-person indoor reception. Explore holding a virtual reception.
- Workshops
  - Hold occasional outdoor art sessions (no instructor-no charge) at various parks and other places starting in June. Keep participants to no more than 10 people. Masks required, bring your own supplies, food and water, practice "social distancing".
  - Hold up to 10 free on-line art workshops through Facebook Live or other on-line platform.
  - Explore methods of holding on-line workshops for a fee.
- Random Acts of Music
  - Proceed with plans to hold Random Acts of Music on July 3<sup>rd</sup>, at various downtown businesses.
  - Outdoor performances are preferable, if the weather permits.

- Practice “social distancing” and adhere to the participating businesses policies.
- Facebook Live Concerts
  - Hold approximately 10 free live concerts on GACA’s Facebook page.
  - Musicians will broadcast the concerts from their own homes, with an intro by a GACA representative.

Re-Engagement Plan adopted by the GACA Board of Directors: May 22, 2020

Plan revised: May 29, 2020