



## CCA Covid-19 Policy – Effective October 20, 2021\*

**\*This policy will be reviewed as needed by the Board of Governors and is subject to change.**

### CCA COVID-19 Policy

- Occupancy is limited to a total of no more than 75 people in the Civic Hall. Captiva Memorial Library will set their own occupancy policy for inside the library building.
- When using the Porch & Patio only, total occupancy is to be no more than 50 people. Combined use of indoor and outdoor spaces cannot exceed 125 people.
- Attendance at any CCA sponsored functions or other events held in the Civic Hall and/or on the porch and patio is not permitted if you have been exposed to COVID-19 within the last 14 days.
- Attendance is not permitted if you are experiencing COVID-19 symptoms.
- No food service or consumption is permitted indoors.\*\*
- Food and beverages must be served and consumed outdoors only.\*\*
- Masks/face coverings are required at all times for everyone over the age of six, when inside the CCA Building.
- Social distancing of 6 feet is encouraged at all times, both indoors and on the porch/patio areas.

### CCA Building space usage available with restrictions outlined in the CCA COVID-19 Policy

- **Civic Hall**—events and meetings
- **Porch & Patio**--events and meetings
- **Conference room**—meetings of up to 8 people, masks required
- **Offices**--access available to Staff and Board members and to members by appointment
- **AV equipment**--no access or operation by anyone other than the CCA Director or authorized personnel
- **Kitchen**--access for staff, authorized vendors, and designated volunteers only

*\*\*The CCA Board of Governors will consider exceptions to food and beverage consumption inside the building on a case-by-case basis, especially as it applies to hall rental by private parties. This will be permitted by Board approval only.*