



Things to Consider If You Have to Close Your Church

The Coronavirus is all over the news. While we should not panic, we should have a plan in place to continue the work of our churches as we seek the Lord in prayer and fasting.

1. Work with your department leaders to develop a plan, and then communicate it to all members immediately.
2. Double Check to make sure you have cell, home phone and email addresses for all members.
3. Determine how you will communicate.
 - a. Email
 - b. Text
 - c. Phone Blasts
 - d. Facebook page
4. Determine how finances will be received by the church.
 - a. Givelify
 - b. Paypal
 - c. CashApp
 - d. Mail checks to the church or a designated person
 - e. Other
5. Determine how payroll and finance departments will work remotely.
 - a. Ask department leaders what equipment and hardware is needed.
 - b. What additional office supplies will be needed for each worker?
6. How will you continue Church Services, Prayer, Inspirations and Meetings?
 - a. Facebook Live
 - b. Video Posts
 - c. Video Chats
 - d. Text Blasts with inspirational scriptures
 - e. Church App
 - f. Zoom
 - g. Prayer Lines
 - h. Create prayer partner

7. Determine security for the building.
 - a. Create a rotation to have the church building(s) checked.
 - b. Be sure to download security camera programs to cell phones of the appropriate people.
 - c. Notify the police department in your area and ask them to drive by more often if possible.

8. Member Safety Check-In
 - a. Church Facebook Page
 - b. Call in on church line

9. Department Leaders
 - a. Be sure to get phone numbers and addresses of team members.
 - b. Create action plans that may be needed to keep your department going.

10. Keep it Going; Keep it Growing
 - a. Department Leaders may issue special projects to team members.
 - b. Pastors may give special assignments to members.
 - i. Send cards or call sick members
 - ii. Who can provide services for older or disabled members
 - iii. Who can visit the hospitals

11. Determine how the pastor wants members to communicate with him
 - a. Emergencies
 - b. Non emergencies

12. Remind members to:
 - a. Stock up on food and supplies at home
 - b. Be sure to get prescriptions filled promptly
 - c. Purchase or replenish First Aid kits

13. How will pertinent files be shared?

14. What else would you need to do to keep things going in your ministry?

15. Advise members to keep themselves up to date using credible sites like: www.cdc.gov.

When you have services in your churches, keep in mind that people need to keep some distance between each other. Check your state and federal for requirements. A packed church may not be allowed with some state certain mandates.