



# MECA Center of Peoria

Muslim Education and Community Association

## Covid-19 Facility Update Work Plan

NEW EQUIPMENT/TASK	COST/ RESPONSIBILITY	INSTALLATION RESPONSIBILITY	COMPLETION DATE
• New Podium	Donation/BA	BA	10/31/20
• New Floor Stand for Cellphone Recording	Donation/BA	BA	10/31/20
• New Speaker Shield (Materials & Labor)	Donation/BA	BA	10/31/20
• New Signage <ul style="list-style-type: none"> <li>○ MECA Podium Sign</li> <li>○ Mask Signs</li> <li>○ Distance Markers</li> <li>○ Large Wall Sign(s)?</li> </ul>	Donation/BA	BA	10/31/20
• New Speakers-2 ( <i>Musallah</i> ) and PA system upgrades as necessary	??/??	TR	????
• New Floodlight Fixture with Switch ( <i>Zoom lighting</i> ), [Materials & Labor]	Materials: <\$50 Labor: ??? Resp: ??	??	????
• Carpet Cleaning	<\$300/??	??	????
• Other <ul style="list-style-type: none"> <li>○ Masks</li> <li>○ Sanitizer</li> <li>○ Wipes</li> <li>○ Prayer Cloths</li> </ul>			

## **OTHER CONSIDERTIONS**

### **Jumuah Prayer Resumption Date (*Based upon*):**

- Completion of the above noted installations, and
- Scheduling of minimum required attendees outlined below.

### **Minimum Required Attendees for Jumuah**

Minimum attendance for each Jumuah Prayer service at the Center should include:

- 1. The Imam/Khatib**
- 2. The Muadhdhin (Muezzin)**
- 3. Front Host/Security** (*to greet attendees and ensure Covid protocols*)
- 4. Technical Assistant** (*to help with camera set-up, recording, and sound system monitoring*) this position may be combined with the Muadhdhin or Front Security person.