

WHC Re-Opening Protocol

Museum Opening

The WHC will be open to the public beginning Wednesday, 5/27 during Marion County's Phase I of reopening. As per the Phase I guidelines, WHC will limit the number of visitors to our site of no more than 25 people at any given time.

Hours of operation during this phase are: Wednesday – Saturday 11:00am – 4:00pm.

The Library and Archives Research Center (LaRC) is closed to the public until further notice as we are unable to accommodate the public with the appropriate social distancing measures at this time. We will continue to evaluate appropriate solutions to accommodate research requests by appointment in Phase 2.

Tenants

Retail tenants:

Bella Hill and Teaselwick are open Monday – Saturday 11:00am – 4:00pm.

Restaurant:

TAO is considering their options and will be open to the public when they feel it is safe to do so. They will keep WHC updated on their decision, which will be updated on this website.

Other tenants:

Operating their businesses/services as they are able while also practicing safety protocols.

The Textile Learning Center (4th floor of the Mill Building) is closed to the public at this time. No visitations by museum guests will be allowed in that space until further notice.

WHC (museum and event rentals) Opening Protocols

Capacity Control Limits

To prevent guest/staff congestion areas and reduce the potential for virus spread, WHC is requesting all visitors to our site maintain six-foot distancing from other individuals not in your group while on our site. WHC is using the recommended limits of indoor space with 6-foot social distancing maintained to the following capacity limitations:

Indoor Museum Spaces

1. Orientation Center - 5 people maximum (in the same group)
Tape will be placed on the floor in front of the Orientation Center desk to indicate 6 ft. distance.
2. Theatre – 5 people maximum (in the same group)
3. Houses – 5 people maximum in the same group (entrance will be staggered if there is more than one group or more than 5 people per group)

4. Mill Building – 5 people maximum in the same group (entrance will be staggered if there is more than one group or more than 5 people per group)

Upon entrance to the museum site, visitors will receive an “occupied” door sign that we will ask they put on the doors of the houses while they are inside the house to let other museum guests know not to enter. This will control the number of people in each house at any given time.

Event Rental Spaces

WHC will follow the guidelines set forth by Oregon Health Authority for event rental spaces. Please contact Meagan Morris, Event Reservations Manager, for more detailed information on individual rental spaces at meaganm@willametteheritage.org or 502-585-7012 ext. 227.

Marion County’s Phase 1 - beginning 5/22/2020 – no more than 25 people

Marion County’s Phase 2 – no more than 50 people (date TBD – depends on phase 1 results; best case scenario – 21 days after phase 1)

Marion County’s Phase 3 – no more than 100 people (with 6 ft distancing when possible – this guidance from the Governor’s office will be through the end of September)

Spinning Room

Our largest event rental space, the Spinning Room, is the most likely venue to practice social distancing during Phase 1 and Phase 2.

Dye House

The second largest rental space, the Dye House, would be available for events under 20 during Phase 1 and up to 40 during Phase 2.

Church

- a. Phase 1 – no more than 25 people (date TBD)
- b. Phase 2 & 3 – no more than 30 people (due to social distancing requirements of 6 ft b/t guests)

Sanitation Supplies

Sanitation supplies will be provided for all staff members, docents, volunteers, and guests throughout the site.

1. Disposable Gloves & Hand Sanitizer will be available for guests:
 - a. Upon entering the museum
 - b. In each rental venue
 - c. In the elevator in the Mill Building
 - d. Admissions counter
 - e. Each bathroom around the site
2. Spray bottles with concentrated sanitizing spray mixed with water and wipes

- a. On all tables around site with hand sanitizer and gloves
- b. In all bathrooms around site
- c. At front desk

General Sanitation Considerations

1. A hand-held, no-touch infrared thermal (temperature) reader for Admissions personnel to check all staff and guest temperatures upon entry.
2. Guests will be encouraged to use masks while on site.
3. Guests will be asked to complete a survey upon entry to determine potential symptoms; guests will be asked to come back another day if they exhibit any symptoms.
4. Guests will be asked for contact information that WHC will share with Marion County Health Department for contact tracing only in the event it is necessary.
5. WHC has installed “Sneeze-Guards” at the Admissions desk counter.
6. There is a facility-wide, updated sanitizing protocol for ‘high touch’ surfaces in the museum (all entry door handles, Admissions desk surfaces, visitor benches, bathroom door handles and flush buttons/handles, etc.) above and beyond general cleaning. These protocols are to be completed each morning upon opening the site.
7. Contactless check-in including disposable maps and a basket to return exhibit keys upon leaving the site that will be sanitized each night.