

When	Who	What	Details
2 months before Sukkot	Men’s Club Board	<p>Re-imagine Sukkot programs for pandemic era with social distancing, small groups, and masked participation.</p> <p>Note our customary “Steak-Scotch-&-Torah in the Sukkah” and other traditional large-group events are out of the question.</p> <p>Propose drive-thru Sukkah: no meals; few-at-a-time participation; capability to stay in car if preferred and still literally fulfill mitzvah “to sit in” (<i>Leyshev Ba</i>) a Sukkah that spans the driving lane.</p> <p>Choose an event captain (two co-captains in this case) and authorize a budget.</p>	<p>Our shul’s preschool & infant care is providing much-needed day care in custom Covid-era small groups. This generates daily AM & PM community visitor traffic accustomed to stringent mask & sanitizing rules.</p> <p>Build on congregation’s successful Covid-era programs to date including...</p> <p>... drive-by distribution of free Challahs and Shabbat-at-home kits.</p> <p>... drive-by distribution & collection of shul’s Siddurim & Machzorim for Zoom services.</p> <p>Discussed ideas off-line – Found prior examples such as a tiny Chabad drive-thru Sukkah arch from years ago in Florida, seemingly geared toward public outreach much like sidewalk Tefillin experience.</p> <p>Sketched a concept for our parking lot. Budgeted \$350 for some new long beams to support <i>schach</i> spanning a wide open lane between sections built from our existing re-usable Sukkah materials.</p>
4-8 weeks before Sukkot	Men’s Club Event CoCaptains	<p>Recruit Men’s Club event team.</p> <p>With team, discuss impact of pandemic on usual Sukkot programs, define event objectives, discuss safety concerns, define team responsibilities.</p> <p>Meet & plan mostly asynchronously via e-mail.</p> <p>With team, focus on providing & hosting two events open to the Temple community:</p> <ul style="list-style-type: none"> • Sukkah building (masked, with limited participation, as socially-distant as possible) • Drive-Thru Sukkah Experience (full-service and self-serve versions – with only 1-2 carload groups of people at a time). 	<p>Team duties:</p> <ul style="list-style-type: none"> • Propose dates/times and confirm with Temple staff and clergy. • Source needed materials to add new drive-thru lane to usual Sukkah. • Order Lulav and Etrog sets via Temple staff’s annual order-taking for congregation. <u>Buy extra sets for multiple small groups to use.</u> • Reach out to congregants for “pre-event event:” plan ahead to trim your trees and <u>send us your <i>schach</i></u> (leafy tree trimmings). • Design and print posters for new small-group & self-guided Sukkah rituals... ...Instead of usual community meals, discussions, services, etc in Sukkah, we will offer: ... Two dates for full-service experience with lulav and etrog, ... All-week self-serve experience with posters & brachot. • Design and distribute publicity for 2 scheduled community events sponsored by Men’s Club... ... Sukkah building in 2 weeknight sessions (ordinarily would be one Sunday morning session but no such date this year). ... Drive-Thru Sukkah Experience(2 weekday full-service sessions) • Staff full-service hours at Sukkah – four overlapping 2-hr shifts.

<p>2-4 weeks before Sukkot</p>	<p>Event Team (in consultation with Men’s Club board, Clergy, and Temple Leadership)</p>	<p>Plan drive-thru experience with... ... Covid safety. ... car/pedestrian safety. ... flexible participation. ... mitzvot & educational Sukkot experience. ... ruach! ... potential for use even when social distancing and small groups are not required.</p>	<ul style="list-style-type: none"> • Require masks. • Provide gloves and hand sanitizer. • No eating or drinking involved (keep masks on). • Able to participate in car or by exiting car. • For all participants but especially self-serve participants, <u>provide all ritual info on new large posters</u> (lulav & etrog blessings & ritual, Sukkot blessings, <i>shehecheyanu</i>). • For fun, offer to clean windshields like an old-time service station!
<p>Before Rosh Hashanah</p>	<p>1-2 Men’s Club Event Team Members</p>	<p>Source needed materials working within approved budget Obtain new re-usable materials to add a 14-foot wide, fully-<i>schach</i>-covered, drive-thru lane between two sections of our traditional Sukkah construction.</p> <ul style="list-style-type: none"> • 16-ft 4x4 lumber (7 beams/40ft = ~6.6 ft intervals) • plumbing straps (2/beam=14+ pcs) • deck screws (2/strap=28+ pcs) 	<ul style="list-style-type: none"> • Consulted a contractor (congregant) for material ideas. • Priced 3” & 4” round PVC & poly & metal pipe – too costly and not locally available in any length greater than our existing 10-ft sections of metal frame. • Priced 4x4 & 4x6 lumber – found only one supplier with limited local stock of 16-ft 4x4 lumber. • Polled team for access to a suitable truck and found none. • Hired lumberyard to supply AND DELIVER 7 beams in advance. • Bought the other supplies (plus water bottles) en route on day of event.
<p>1-3 weeks before Sukkot</p>	<p>Event CoCaptains &/or Temple Staff</p>	<p>Confirm access to stored re-usable materials</p> <ul style="list-style-type: none"> • 8 ft metal poles (vertical use) • 10 ft metal poles (horizontal use) • Corner clamps (join poles in grid) (3-way / 4-way / 5-way corners) • 12 ft 2x4 lumber (top, step 1) (one divides each 10x10 section) • 8ft-12ft bamboo poles (top, step 2) (forms grid to support <i>schach</i>) • wood lattice 4x8 panels • burlap 3x6 sheets • extension cords • lights (fluorescent or LED contractor “trouble lights”) • 6x8 ft roll-out bamboo mats (help supplement <i>schach</i> atop Sukkah) <p>Obtain consumable materials</p> <ul style="list-style-type: none"> • hundreds of plastic zip ties 	<p>These are re-used year after year.</p> <p>Materials were sourced by Men’s Club members and Temple staff over the past 2-3 decades, in quantities growing along with the congregation. Most were purchased, and some were obtained as donations thanks to members’ outreach to local retailers.</p> <p>Example: A 20-ft x 20-ft (400 sq-ft) Sukkah requires 9 vertical poles, 12 horizontal poles, and 9 corner clamps.</p> <p>Over the years our shul & club have accumulated enough to build out about 1400 square feet, normally on a courtyard patio area.</p> <p>Zip ties are all we need to... ...secure 2x4’s & bamboo grid atop metal frame to support <i>schach</i> ...route extension cords and hang lights under bamboo & <i>schach</i> ...attach 4x8 wood lattice panels to exterior sides (2 per 10x8 side). ...hang burlap sheets in gaps between wood lattice panels.</p>

<p>1-3 weeks before Sukkot</p>	<p>Community (Ideally a few members of congregation. Potentially a local parks department or golf course.)</p>	<p>If able, schedule in advance to arrange already-needed seasonal tree trimming specifically on designated date(s) when Temple is seeking <i>Schach</i>.</p>	<p><i>Schach</i> = Green stuff to cover top of Sukkah. Includes long palm fronds, palm “fan” leaves, 3ft-10ft pieces of lightweight leafy limbs trimmed from trees, etc.</p> <p>If all else fails we also have* roll-out bamboo mats to cover areas where leafy <i>schach</i> is limited or unavailable (* thanks to yet another generous donation by members).</p>
<p>2-4 days before build event</p>	<p>Facility maintenance staff</p>	<p>Perform preparatory construction steps.</p>	<p>In our case, this includes assembly of metal grid frame structure, then fastening one 12-ft 2x4 beam across top of each 10x10 section, and sometimes also adding or starting to add the bamboo grid.</p> <p>For a smaller Sukkah all of this can be done on day of event by participants. As our Sukkah and congregation have grown, it has become the norm to do some of this in advance.</p> <p><u>This year for our Drive-Thru Sukkah</u> we assembled... ... Two 10x40 foot sections of frame grid in the parking lot -- for the sides of our drive-thru Sukkah ... One small 10x20 foot auxiliary Sukkah frame in the traditional patio space -- suitable for a small class of students or a small gathering during the holiday.</p>
<p>0-3 days before build event (on designated dates)</p>	<p>Community</p>	<p>Trim trees and drop off <i>schach</i>.</p>	<p>Upon trimming trees, contact Temple office and deliver intact (<u>suitable</u>) <i>schach</i> including palm fronds & leafy lightweight branches to designated location on Temple grounds instead of chipping & transporting to waste disposal sites.</p> <p>Ideally schedule this on 1-2 weekdays between Yom Kippur and the Shabbat before Sukkot, with Sukkah building on a Sunday morning before erev Sukkot.</p> <p><u>This year</u> no such Shabbat exists as Yom Kippur is Monday 9/28 and Sukkot begins on Shabbat. Drop off Shach on Tu-Wed 9/29-30. Build Sukkah on Wed-Th evenings 9/30-10/1.</p>

<p>Sukkah Building Day(s)</p> <p>(always scheduled between Yom Kippur and erev Sukkot)</p>	<p>1-2 Men’s Club Event Team Members (setup & hosting)</p>	<p><u>Set-Up & Hosting For Event 1 – Community Sukkah Building</u></p> <p>Obtain refreshments and materials for Sukkah building event participants</p> <p>Set up and take down the materials on day of Sukkah building event</p>	<p>Normally (non-pandemic) set-up consists of...</p> <ul style="list-style-type: none"> ...a self-serve refreshments station offering water & juice along with bagels, cream cheese, fruit, pastries, beverage cups, and napkins. ...adhesive name tags and a marker. ...a sign-in sheet to gather participant names and contact info for acknowledgement and for follow-up outreach. ...handouts including Men’s Club calendar and upcoming (Temple and Men’s Club) event flyers. ...a kids’ table with seating, equipped with construction paper, markers, crayons, string/yarn, tape, etc for making decorations to hang in Sukkah (which also will occur in classroom activities in the preschool and religious school). ... trash cans. <p><u>This year for socially-distant and masked Sukkah building set-up</u> consists of a compact take-&-go station with <u>only</u> ...</p> <ul style="list-style-type: none"> ... individual single-serving water bottles in an ice bucket. ... 1-2 hand sanitizer pump bottles. ... a trash can. ... all items placed where briefly removing mask to drink can be done at a distance from Sukkah-building activity.
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Sukkah Building Day(s)	Participants	Come as you are (with mask!) AND... ... if possible, BRING...	<ul style="list-style-type: none"> • Ladders (6ft-12ft) • Wire cutters (for zip ties) • Work gloves
Sukkah Building Day(s)	Participants	Build Sukkah	<ul style="list-style-type: none"> • As needed complete frame assembly in 10x10ft grid 8ft high... ... corner clamps have eye screws to secure ends of poles ... 8 ft poles are used vertically ... 10 ft poles are used horizontally • <u>This year for drive-thru version</u>Build two 10x40 ft sections 14 ft apart, occupying parking spaces and leaving open driving lane in between. ...Hoist 16-ft 4x4 beams across drive thru lane, evenly spaced. ...Fasten beams to metal frame with plumbing straps and deck screws for safety (plus zip ties for stability) ...In traditional patio location build a separate small 10ft x 20ft sukkah as well for small group use such as preschool classes. • As needed hang lights from sukkah frame and route extension cords from light to light. Fasten with zip ties. Branch extension cords out from supply receptacle on parking lot lamppost. • Enclose Sukkah outer sides with see-thru wall panels of wood lattice and burlap – fasten to metal frame with zip ties. • Where bamboo won’t span 10x10 top openings start with a 12-ft 2x4 beam; form grid of bamboo poles; fasten to frame & to each other with zip ties. • As needed roll out bamboo mats on top to supplement leafy <i>schach</i>. • Place or toss palm fronds and other <i>schach</i> on top (depending on material and wind, hold some down with zip ties). • <u>This year for drive-thru version</u> ... “<u>vehicle height warning</u>”Extend two sturdy bamboo poles toward incoming cars at entrance and hang from them a bamboo pole low enough to be gently struck by vehicles too tall to safely drive through the sukkah.

<p>Two weekday afternoons during Sukkot</p>	<p>Men’s Club Event Team Members (in four shifts)</p>	<p><u>Hosting Event 2 – Drive-Thru Sukkah Full-Service Experience</u></p> <p>Four overlapping shifts to cover 2 scheduled sessions on weekday afternoons. Staff of 4 during overlap each day / minium staff of 2 during scheduled hours.</p> <p>First shift covers set-up. Second shift covers put-away.</p> <p>Sessions are scheduled 3-6pm to span common preschool / infant care pick-up hours and after-work availability of community.</p>	<p>Set up folding tables with hand sanitizer and boxes of single-use gloves, plus trash cans.</p> <p>Set up easel-mounted posters of Sukkot ritual info.</p> <p>Remind participants to set brake and turn off car.</p> <p>Whatever else occurs, be welcoming, provide & foster RUACH!</p> <p>Share (& protect) lulav & etrog while guiding masked & gloved participants thru <i>brachot</i> and ritual. Offer out-of-car and limited thru-side-window hands-on experience.</p> <p>For those who wish to remain in car, provide Sukkot info and guide through reciting blessings including <i>leyshev ba sukkah</i> and <i>shehecheyanu</i>.</p> <p>BONUS: clean car windshields! with spray cleaner and paper towels</p>
<p>Throughout Sukkot</p> <p>(some days excluding Yom Tov)</p>	<p>Participants</p> <p>(Temple Staff)</p>	<p><u>No-Host Self-Serve Experience</u></p> <p>(Take calls when possible for on-demand access)</p>	<p>While driving to or near shul, take a detour thru the community Sukkah.</p> <p>Stop under the Sukkah and say <i>brachot: Leyshev Ba Sukkah</i> and <i>Shehecheyanu</i>.</p> <p>Bring your own Lulav and Etrog if desired.</p> <p>Posters provide info on Sukkot rituals and <i>brachot</i>.</p> <p>(Participants can call office for potential VIP access to Lulav & Etrog brought out to them if and when staff or clergy are available.)</p>
<p>Yom Tov and Shabbat dates during and after Sukkot, and weekday minyans</p>	<p>Clergy and Congregation</p>	<p>Conduct outdoor services in the Sukkah</p> <p>(Weather permitting and to the extent possible with group size and social distancing requirements.)</p>	<p><u>This turned out to be an unplanned bonus feature</u>, because of increased need for an outdoor setting with ample lighting. With limited attendance by reservation only, parking capacity was not an issue and the Sukkah remained in the parking lot not only through Sukkot but for several weeks after. Sukkot, Simchat Torah, and Shabbat evening and morning services with limited in-person attendance (<u>simulcast on Zoom</u>) carried on <u>with socially distant seating</u> inside our parking lot Sukkah as long as county infection rates permitted outdoor gatherings.</p>