March 13, 2020

SUBJ: COVID-19 (CORONAVIRUS)

To all members,

As the information regarding the coronavirus continues to fill the news throughout the world, I want to take this time to briefly communicate with you regarding some recommendations we would like to share. While the spread of the coronavirus is certainly a concern, here are a few guidelines for prevention:

- Avoid shaking hands for now.
- Wash hands thoroughly and frequently.
- Cover your cough.
- Limit any travel plans.
- Practice social distancing – Stay at least 6 ft away from anyone in public that appears sick.
- Drink plenty of fluids, especially water.

In addition to these precautions we also recommend the following practices temporarily to help limit any unnecessary contact:

- Call, rather than coming to the Union Hall, to check in for the out-of-work list.
- Call, rather than coming to the Union Hall, to make any payments.
- Leave a message if you don’t get through to one of us at the Union Hall. We will return your calls.

The Training Center is also currently evaluating the situation and may consider postponing or canceling some upcoming scheduled classes.

Please feel free to contact us if you have any questions or concerns. We encourage you to stay informed by watching and listening to the news. The safety of you and your family is of the utmost importance to us. If there is anything further to inform you of, we will send out additional information. Thank you.

Sincerely,

Marc Leavitt
Business Manager/Financial Secretary