## Local 157 COVID-19 UPDATE

## PLEASE READ THE FOLLOWING:

- Due to health concerns, Local 157 <u>will</u> remain operational at a slightly limited capacity.
  - $\circ$  The Local 157 office will be closed temporarily.
  - $\circ$  Phones lines will remain active.
  - $\circ$  157 office staff will work from a remote location.
- Hours of Operation will remain the same at 7 a.m. to 4 p.m., Monday thru Friday.
  - o 157 will continue to take dues payments
  - Receipts will be emailed to members in lieu of cards (to be mailed at later date).
  - Letters of good standing, dues receipts, change of address forms, and any forms regarding policies through 157 (scholarship, new member info, etc.) can be done through email.
  - $\circ$  Please call 157 if there are any other questions or concerns
- As of today (March 17, 2020), the local 157 general membership meeting is cancelled.
  - Nominations for Delegates to the Convention will be held at the May meeting.
- Due to rapidly changing circumstances, check the Local 157 website for updates to avoid unnecessary trips.
- The health and safety of our members, staff and families is our greatest concern. Please follow the guidelines and advice of health professionals and scientists. Daily updates from the World Health Organization or Center for Disease Control are recommended.
- Thank you for your patience as we navigate through this crisis.

