

March 13, 2020

SUBJECT: Maine Municipal Association on Coronavirus

FROM: Stephen Gove, Executive Director

RE: Operational, Event Impact

As we all know, the public health situation in Maine and the U.S. regarding the coronavirus outbreak is a major concern, and it is evolving rapidly. Like every organization and business in Maine, MMA is affected and must make prudent decisions about continuing to provide important services, while protecting the health of our members and employees.

It's important to note up front that MMA remains open for business. Staff will continue to report to our Augusta office, and handle member inquiries via telephone and email. However, we will follow Governor Mills' general advice about curtailing unnecessary employee travel and postponing public events.

Here are the changes that we are announcing today:

- Through April 30, 2020, MMA employees are advised not to work at or attend any outside meetings, workshops or do site visits with members.
- To the maximum extent possible, MMA employees will use available technology, such as conference calls and video-conferencing, in order to support our members, their employees and the professional Affiliate Groups that we serve.
- MMA employees will not travel out of state for work or for training purposes through April 30.
- Through April 30, the MMA building in Augusta will not host any meetings or workshops – no matter the size – involving members, Affiliate Groups or outside firms or agencies. The MMA building, meeting-wise, will be for employees only.
- The date of the 2020 Municipal Technology & New Energy Conference, which was to be held on April 28 at the Augusta Civic Center, has been changed to Dec. 8, 2020.

These are difficult times, but we will all persevere. MMA is trying its best to put the well-being of the public, our members and employees first with these changes. If members have questions about them, feel free to contact me via email at: [sgove@memun.org](mailto:sgove@memun.org).