

# EVERYONE NEEDS TO READ

420 E. Alcott Street, Suite 400 ■ Kalamazoo, MI 49001 ■ PH: (269) 382-0490 Ext. 222 ■ [www.kalamazooliteracy.org](http://www.kalamazooliteracy.org)

**March 13, 2020**

The Kalamazoo Literacy Council values the safety of our staff, volunteers, learners, and community members with the utmost priority.

The COVID-19 pandemic is causing a massive response on global, national, and local levels. We encourage everyone to take steps to help keep this and other viruses from spreading. These include:

- Stay home when you are sick.
- Wash your hands often with soap and water for at least 20 seconds.
- Use an alcohol-based sanitizer that contains at least 60% alcohol if you can't use soap and water.
- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces.

On March 11th, 2020, Governor Gretchen Whitmer and the Michigan Department of Health & Human Services (MDHHS) released Community Mitigation Strategies that "apply to businesses, workplaces, schools, community organizations, health care institutions, and individuals of all ages, backgrounds, and health profiles." The statement breaks down specific directives, categorized by type of organization or institution. A category labeled "Other Mass Events," states: "Cancel or postpone large gatherings, conferences, and sporting events (e.g., greater than 100 people in a shared space)."

Therefore, the KLC is postponing SCRABBLE Fest until health-related conditions are deemed safe to resume normal activity. We are confident that the event will happen in 2020, and until a new date is secured, we are pausing all media and promotional activity.

Further, in keeping with the direction set forth by Governor Gretchen Whitmer, the MDHHS, and Kalamazoo Public Schools, we are making the following adjustments to programs and services from March 16th - April 5th:

- The KLC recommends that tutoring sessions cease until health-related conditions are deemed safe to resume normal activity.
- During this time, volunteers are not expected to report to Community Literacy Center (CLC) sites or tutoring sessions.
- March meetings are cancelled: Adult Tutoring Program, Adult Literacy Collective, and KLC Program and Finance Committees.
- Please email Jessi Pavey, KLC Operations Manager, at [jpavey@kalamazooliteracy.org](mailto:jpavey@kalamazooliteracy.org) with questions.

For more information, visit [www.cdc.gov](http://www.cdc.gov) or [www.michigan.gov/coronavirus](http://www.michigan.gov/coronavirus).

Sincerely,

*Michael D. Evans*

Michael D. Evans, Executive Director

**kalamazooliteracycouncil**  
EMPOWERING ADULTS TO REACH THEIR FULL POTENTIAL

