OFFICE OF
JOHN C. PILAND
EXECUTIVE VICE PRESIDENT/COO
813-281-0300

MEMBER Ansar Shriners Springfield, Illinois

## **MEMORANDUM**

TO: All Temples

FROM: John C. Piland, Executive Vice President

DATE: March 16, 2020

SUBJECT: Questions Regarding Temple Operations

As a result of actions and advice provided by federal, state or local governments, we have received a number of questions related to cancelling events or postponing meetings.

Shriners International is not suggesting that Temples stop or curtail their activities as the result of the Coronavirus. The decision to continue or cancel an event is left to the sound discretion of the Temple based upon the conditions that exist in your area as reported by your local public health officials.

You are able to review the most recent information provided by the CDC and local public health officials and also the business case for either proceeding with or cancelling a previously planned event.

Be sure you are working with your temple attorney to have him review the applicable contracts if you determine you will cancel some preplanned event. There may be significant legal ramifications and costs associated with unilaterally cancelling an event in which contracts are involved.

If you believe it is appropriate to postpone a stated meeting of the Temple, please send a letter to the Imperial Potentate through the Office of the Executive Vice President via email (<u>ipiland@shrinenet.org</u>) or fax (813-281-7103) requesting dispensation to do so immediately following such decision.

JCP:alc