

St. Louis IIMC Conference:

The International Institute of Municipal Clerks (IIMC) recognizes that you may have great concerns about the novel coronavirus (COVID-19) and question what it means for the Organization and the 2020 IIMC Annual Conference scheduled to be held this May in St. Louis, Missouri. IIMC is dedicated to providing a safe and healthy space for its members, staff, sponsors, exhibitors and speakers.

The Host Hotel – Hyatt Regency St. Louis at the Arch – has been exemplary and thoughtful working with us to help mitigate losses connected with our contracts for which we are extremely appreciative.

To that end, IIMC requests those of you who have registered, please **DO NOT CANCEL** your conference registrations and hotel reservations. **In the event that IIMC cancels the Conference or your city/state does not reinstate travel by May 1, 2020, all registration fees will be returned in full, without penalty.**

However, we are cautiously optimistic that the conference will proceed as planned.

For Delegates **who have not yet registered or who have canceled and wish to re-register**, the IIMC Board of Directors encourages you to do so and offers the following provisions:

- All Early Bird rates remain in effect regardless of the date you register; and
- All penalties are waived.

The St. Louis Host Committee continues to be diligent and determined in their endeavor to produce a quality 2020 IIMC Conference. IIMC supports them, the Missouri State Association and the City of St. Louis.

In addition, we gleaned the following from the Hyatt Regency's director of sales & marketing:

- They added more public sanitation stations and more frequent cleaning to the common public areas – elevators/escalators;
- They have been renovating the meeting space the past few months, so they haven't had any groups in the space. The space renovations are now complete;
- In terms of worst-case scenario, they are looking at all groups on a case by case basis with regard to cancellation or attrition. For example, they will take into consideration if St. Louis becomes an infected area and the impact on the meeting if this were to happen. They will also take into consideration where the attendees are coming from and if it effects their ability to travel and therefore impacts our numbers;
- The Hyatt is a global company and has properties all around the world and take the concerns around the virus very seriously; and
- The Hyatt is taking a pro-active approach and they are constantly monitoring the situation and updating accordingly.

The health and safety of all IIMC Conference attendees is of the utmost importance to us. In that regard, we will continue to monitor the situation closely and base all decisions about this year's Conference in accordance with decisions by local and national health officials.

Thank you for your support and understanding as we do our best to navigate this unprecedented public health challenge.

Thank you.

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