



FROM THE CEO

Dear Valued Team Member,

By now, your area leader and/or supervisor should have contacted you directly regarding our COVID-19 Staffing Plan. This message is to confirm some of the key details about what this staffing plan means for you, and to let you know what to expect for the days and weeks ahead. A paper copy of this communication will also be mailed to your home address.

Due to the financial challenges presented by our recent closures, the Senior Team has made the difficult decision to place you and all other part-time YMCA staff on furlough, or temporary layoff, effective March 29. As was communicated to you earlier, you will receive 100% of your regular compensation for the pay period ending March 28 (and paid on April 3).

You may be eligible for unemployment assistance to replace a portion of your lost or reduced wages during this layoff. **May 11 should be used** as the 'recall date' when filing for unemployment benefits. We will notify you should that expected recall date change.

We've established a Staff Resources page on our website to help answer questions and assist employees with accessing unemployment guidance. We continue to add resources to this page, so know that information will be updated as we become aware of specific resources and build more helpful content.

I want you to know how much I regret the hardship these staffing decisions will have on you and your family. Words cannot properly express the admiration and gratitude I have for you and everyone else on our staff team during these most difficult days for both our Y and our community. Despite the uncertainty about your own personal situation, you have placed your community's urgent needs in front of your own. I can think of no better example of cause-driven leadership.

By placing you on temporary furlough, it is our hope and expectation that you will be able to receive as much or more compensation through unemployment and other available benefits to you compared to what the Y can currently do on its own. If you haven't already, you should be receiving additional correspondence from our Human Resources

department to assist you in ensuring you can receive the maximum assistance available to you.

We will continuously be evaluating our compensation plans based on the best and latest information we have available. This includes, but is not limited to, any state or federal legislation that may lessen the burden on you and our Y. I encourage you to monitor the <u>staff resources</u> page of the website for additional updates from us as they become available.

It is not an exaggeration to say that our Y faces the most challenging financial situation since the Great Depression. While we are fortunate to have built up a modest rainy day fund of reserves thanks to our recent years of strong operating results, it alone will not be enough for us to overcome the significant loss of revenues we have experienced since being forced to close our doors.

These cash flow challenges will become more acute now that we have decided not to charge our members any dues for the entire month of April. We believe this is not just the right thing to do for members, but something that will help keep our membership base intact so we can bounce back that much stronger once we re-open. Of course, this decision will only create more financial strain in the short term.

Given the uncertainties we face, it is simply irresponsible for our Y to burn through our available reserves without doing everything we can to limit our expenses in the short term. In effect, we are trying to hit the "pause button" on our entire operation while trying to do as little long-term harm to the organization (financially or otherwise) in the process.

In prioritizing expense cuts, our Senior Strategy Team first prioritized other expenditures. Overall, we have identified approximately \$4 million in budget cuts. The most significant of these cuts is the decision to postpone the purchase of new wellness equipment this fall, a savings of approximately \$2 million.

Unfortunately, with staff compensation being our largest operating expense, we simply could not avoid making reductions in this area. In making these difficult decisions, we tried to tailor our compensation for staff to ensure they could maximize their total compensation by pairing it with unemployment insurance compensation and other local, state and federal benefits for which they may qualify.

Thank you, once again, for your enormous dedication and understanding during this difficult time. Please know our Board and leadership team are as anxious as you are to hit the "Go" button and be ready to be back up and running as soon as possible. In the meantime, we will continue to serve our community by offering emergency child care services to health care workers and first responders, supporting youth and teens at Y-CAP and in other critical areas where our community needs us.

May God bless you, your family, our Y and our community in the days ahead.

With Gratitude,

Dan Dummermuth
President and CEO
YMCA of Middle Tennessee

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