March 5, 2020

Dear Threefold Organizational Colleagues,

We are continually monitoring updates on the novel coronavirus. Threefold staff is diligently working to take appropriate measures to help ensure the health and safety of our residents and visitors based on the best information available.

Our cleaning staff has implemented the following practices:

- Door handles, light switches and bathrooms in Main House, Orchard House and the Auditorium are cleaned and disinfected on a daily basis.
- In Holder House, doors, bathroom doors, light switches, and general surfaces are being cleaned disinfected daily. Each guest room is cleaned disinfected when guests check out.
- The Café is diligently cleaning and disinfecting the dining areas and rest rooms on a daily basis.

If you have any questions or concerns in this area, please reach out to Christa Lynch at 845-352-5020 x122.

I ask for your support in the following areas:

**Communication to Your Constituents**

Please take every opportunity to remind people, including children, of good hygiene practices that can mitigate the spread of illness:

- Routine handwashing (soap and lather for at least 20 seconds).
- Use of hand sanitizer if water is not available.
- Sneeze into your elbow or a tissue, not into your hands.
- Do not come to work, school, or events if you or members of your household are sick or have flu-like symptoms. You can return to work or school after being fever or symptom free for 24 hours.
- Consider postponing air travel.
- Consider what precautions are necessary when having international visitors, especially from countries with high incidence of the coronavirus (i.e. voluntary isolation for 14 days)
- If returning from a country or state with a high incidence of the coronavirus, consider voluntary isolation for yourself and members of your household for 14 days.

We ask everyone to consider the well-being of the greater community, including the Fellowship, as a priority.

**Contingency Planning**

We do not know to what extent the virus will spread or what measures federal, state, or local government agencies might employ to contain it. I ask every institution to keep me apprised of any contact you have in this regard, or contingency plans you may be considering so that our community can respond in a
coordinated manner. I in turn will keep you up to date about any instructions or communications the Foundation may receive.

Communication to Threefold

In our community setting, open communication is essential at all times, and especially in times of stress and uncertainty. I encourage you to reach out to me with any questions or concerns, in particular:

- Concerns that are brought to you from your constituents.
- Concerns that anyone in your organization may have been exposed to coronavirus, or is showing flu-like symptoms.
- Concerns about anyone planning on traveling to or from areas where there have been instances of coronavirus, (which is now in approximately 85 countries)
- Any communications from or actions requested by any government agencies.

We have established a community task force representing all organizations. This group will check in on a daily basis to keep open communication flow, address concerns, access new and developing information, and advise on appropriate steps to take.

For more information on prevention and treatment of the virus, visit the CDC website:


Please share parts or all of this communication as appropriate through your organization. I am confident that together we can face this in the most responsible manner with equanimity.

Please reach out for any assistance,

Thank you,

Eric

We must eradicate from the soul all fear and terror of what comes towards man out of the future. We must acquire serenity in all feelings and sensations about the future. We must look forward with absolute equanimity to everything that may come. And we must think only that whatever comes is given to us by a world-directive full of wisdom.

It is part of what we must learn in this age, namely, to live out of pure trust, without any security in existence. Trust in the ever present help of the spiritual world.

Truly, nothing else will do if our courage is not to fail us. And let us seek the awakening from within ourselves, every morning and every evening.

Rudolf Steiner