



## Memorandum

To: Mr. Tom Guidugli, Business Agent  
I.A.T.S.E. Local #5 Stagehands

From: Todd Duesing, Vice President & Chief Operating Officer, CAA

Cc: Stephen A. Loftin, President, CAA  
Brenda Carter, Vice President of Human Resources, CAA  
Bridget Siedlecki, General Manager, Aronoff Center  
Scott Feldman, General Manager, Music Hall  
Bob Haas, Technical Director, Aronoff Center  
Gary Kidney, Technical Director, Music Hall

Date: September 1, 2021

RE: Mandatory Mask and Vaccine Requirement

We appreciate the consideration to be referred vaccinated employees that Local 5 has given in the recent months. As we enter the new season and yet another troublesome time in the Coronavirus pandemic, we have decided that all paid and volunteer personnel working for Cincinnati Arts Association at the Aronoff Center and Music Hall are required to be fully vaccinated\*. Additionally, and in most cases, a mask is required to be worn. This policy is effective immediately. We ask that prior to the start of employment, referred employees submit a copy of their Covid-19 vaccination to Brenda Carter, Vice President of Human Resources by email at [bcarter@cincinnatiarts.org](mailto:bcarter@cincinnatiarts.org) or dropping of a photocopy.

We have not come to this decision lightly and have consulted with the appropriate medical and legal professionals to reach this conclusion. Moreover, most of the individuals and organizations performing in our venues require us to enact this position. We consider these actions to be reasonable and within the rights of management to protect the health and safety of our employees (Ref. CBA, Article 5), as well as our clients and guests.

We will continue to watch data and trends on a regular basis and if there is long-term evidence that supports an easing or release of this policy, we will be quick to take action.

As always, we appreciate the partnership we have with one another and know that the local wants to get back to shows as much as we do. Thank you in advance for your consideration and cooperation.

