



November 1, 2019

Dear Families, Caregivers, Employees and Other Stakeholders,

As we enter the winter season, there is potential for severe weather that may cause The Arc to either operate under a modified schedule or close. My first concern is the safety of people The Arc supports and our employees. The executive director will consult with Carroll Transit System (CTS), which provides a significant amount of transportation. Any decision to alter the normal operating schedule will be communicated to individuals, families, caregivers, and other stakeholders via The Arc's website: www.arccarroll.org and Constant Contact. If you haven't shared your email address with Kim Booe, kbooe@arccarroll.com please do so, so that you will receive the emails from Constant Contact.

If you have questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Rowe'.

Donald A. Rowe
Executive Director