



First Cooperative Association

Corporate Office • P.O. Box 60 • Cherokee, IA 51012

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“First in marketing, service, and supplies to improve member profitability.”

3-18-2020

Covid-19 Health awareness update

First Cooperative Members;

As you are aware, an outbreak of the Covid-19 virus is causing nation-wide concern. I wanted to provide an update as to the actions that FCA is taking to protect our employees, their families, our customers and communities.

Expectations that have been communicated with our team members:

- If employees are ill, they are strongly encouraged to stay home until fully recovered.
- Regular cleaning and disinfecting of frequently touched surfaces in our offices
- Regularly wash hands, cover sneezes and coughs.
- Beginning Monday, 3-16-2020 we have halted all employee meetings, both internal and external. Employees are to minimize location to location travel.
- We are asking all employees who have traveled outside of the US to self-quarantine for 15 days before returning to work, and to limit state to state travel.

We will strive to continue all business as usual at FCA. All locations remain open for grain receiving and delivery of products will continue as usual.

Changes that you, our owners and members can expect:

- Please refrain from coming into our offices, if at all possible. Please call and we will gladly help you.
- Effective immediately, we would like to do business over the phone or online. Please work with us as much as possible to refrain from unnecessary personal contact.
- Until further notice there will be no patron coffee in the mornings (or anytime). No popcorn or other snacks will be available unless individually wrapped.
- If you have in-person meetings scheduled with members of our team, we will be setting up phone conferences.

We at First Cooperative will continue to put our employee’s and patron’s health first and foremost during this uncertain time. We will continue to monitor the status of COVID-19 through the CDC and if there are any changes or updates to this policy, we will communicate them to you. Thank you for your understanding and support of our policies.

Sincerely,

Merle Lyons
FCA General Manager

Alta	Aurelia	Battle Creek	Cherokee	Cleghorn	Galva	Granville
Holstein	Hospers	Kingsley	Larrabee	Laurens	Linn Grove	Marathon
Marcus	Meriden	Paullina	Peterson	Schaller	Webb	