



The Association of Consultants to Nonprofits  
DUTY OF CARE

The Association of Consultants to Nonprofits (ACN) is committed to providing a safe and healthy environment for all event participants, volunteers and staff. ACN has adopted preventative measures to reduce the potential spread of the COVID-19 virus at its events and meetings which conform to guidance provided by the U. S. Centers for Disease Control (CDC) and the City of Chicago. ACN events held in locations other than Chicago will abide by regulations in those jurisdictions.

Events are any gathering of participants in-person for educational or business purposes and may include networking workshops, conferences, annual meetings, Board and committee meetings, new member orientations, and any other gathering consistent with the purposes and programs of ACN.

All in-person events will reflect the following rules and guidelines for all event planners, staff and participants:

- All attendees must provide proof of full COVID-19 vaccination on site before entering the event venue. Unvaccinated attendees will not be admitted.
- Per CDC and City of Chicago guidelines, face masks covering both the nose and the mouth are required for all attendees at all times while indoors.
- Frequent hand washing is encouraged.
- Meeting spaces will be cleaned and disinfected regularly.
- Masks will be provided if needed.
- Social distancing of at least six feet is encouraged.

When possible, virtual attendance and/or recording will be provided. If the CDC and/or the City of Chicago change their guidelines for indoor, in-person events, the membership will be notified immediately via email and by posting the revised guidelines on the ACN website.

### **Legal Disclaimer**

COVID-19 warning: An inherent risk of exposure to COVID-19 exists in any public place where people are present. By participating in ACN's in-person events, you voluntarily assume all risks related to exposure to COVID-19. Please help keep each other healthy and safe.