

## MANIFEST'S COVID-19 UPDATE

March 13, 2020

### **A note about visiting Manifest Gallery in East Walnut Hills or attending sessions and courses at the Manifest Drawing Center in Walnut Hills**

We are writing to let you know that like many other organizations across the country, Manifest is closely monitoring the impact of the COVID-19 Novel Coronavirus and want to assure you that we are taking necessary steps to keep you, and all guests, staff, students, teachers, and volunteers safe.

The Gallery and Drawing Center are currently open for our normal hours and our [low-enrollment](#) programs currently remain planned as scheduled, with a few modifications.

We are following official guidelines and protocol as determined by the **Ohio Department of Health** and the **Centers for Disease Control** on a daily basis. With our attendance patterns Manifest is not a high-risk environment but we are doing what we can to further prevent any potential issues. As always, we encourage everyone to take appropriate precautions for their safety and wellbeing and that of others.

#### **AT THE GALLERY**

**One of the gallery's key qualities is the intimate, nearly private opportunity it provides for experiencing five rooms of art by artists from around the world five days a week** (at 2727 Woodburn Ave.). Our exhibit attendance averages 14 people visiting per day, usually at different times across the day, so it is a very low density of potential exposure. At the gallery facility we are implementing:

- Extra cleaning procedures, including wiping down and disinfecting public contact areas, staff desks and computer keyboards, following CDC guidelines.
- Promotion of routine hand washing and personal hygiene among staff.
- We have no public events scheduled at the Gallery until April 16th, at which point we will reassess the situation and determine if cancellation is appropriate.
- Current and future exhibition and publication processes will continue. Submissions are still being accepted. Exhibits will continue to be produced on schedule. We will be making additional efforts to share images of exhibited works and installation shots via social media during the foreseeable future. Artists are also reminded that exhibited work will be featured in our large season anthology publication, the Manifest Exhibition Annual.

For the time being our exhibitions remain open for individual visits during normal hours, Tuesday through Friday noon-7pm and Saturday noon-5pm. Any changes to our public hours will be communicated by email, social media, and our website, and will follow official recommendations.

#### **AT THE DRAWING CENTER**

**The Drawing Center** (656 E. McMillan St.) also averages 14 people visiting per day. We are taking similar precautions here—including:

- Regular disinfecting wipe-downs of high contact surfaces between courses.
- Providing hand sanitizer for use by all visitors.
- Promoting hand washing and personal hygiene among staff, students, and instructors.
- Avoiding the sharing of tools and media.
- Practicing distancing, and appropriate cough/sneeze maintenance.

- Our darkroom is being given extra consideration, and attention to sanitization.
- Asking anyone who feels ill to stay home.
- Staff will address course or session-specific modifications and options with current participants directly by email.
- We ask anyone planning to attend any open session, even those who hold block or multi-session passes, to please register at least 24 hours in advance for the purposes of helping us establish an attendance count and manage session density.
- We are postponing the Manifest Drawing Center Grand Opening celebration event which will be rescheduled from April 3rd to June 5th.

Our largest studio groups usually include no more than 20 people, with most meetings including fewer than 10. Our darkroom has a max capacity of 7 and usually rotates with far fewer at any one time.

We will be considering further contingencies as appropriate at the Drawing Center, including temporarily reducing maximum simultaneous enrollment, implementing alternative/staggered scheduling, potential remote instruction, and other possibilities, all of which will be handled on a case-by-case basis and communicated to currently enrolled participants or posted in relevant course descriptions on our website.

As a small artist-run nonprofit, we are keenly aware of public wellbeing and of the potential impact of the Novel Coronavirus on our friends, colleagues, students, and neighbors. Manifest believes in creativity, discipline, and optimism, and that these are essential *especially* in challenging times. With this we will find ways to serve the artists, students, and community members who rely on our programming as a source of inspiration and aspiration, even in a crisis like the one we now all face together.

We appreciate your understanding and support during this unusual time. Please feel free to contact us with any questions or concerns.

Stay well,

Jason Franz  
Executive Director