



34199 Curtis Blvd., Eastlake, OH 44095

July 31, 2020

**Via Email Only**

Ohio Department of Job & Family Services  
Office of Workforce Development  
Attention: Rapid Response Program Manager  
[rapdresp@jfs.ohio.gov](mailto:rapdresp@jfs.ohio.gov)

Mayor Dennis Morley  
City Hall  
35150 Lakeshore Blvd.  
Eastlake, OH 44095  
[dmorley@eastlakeohio.com](mailto:dmorley@eastlakeohio.com)

Re: Notice of Mass Layoff

Dear Rapid Response Unit and Mayor Morley

This letter is to provide notice under the Worker Adjustment and Retraining Notification Act ("WARN") 29 U.S.C. § 2101 *et seq.*, that Conn-Selmer, Inc., will be reducing its workforce for reasons of economy caused by the continuing effects of the COVID-19 pandemic.

Conn-Selmer is a leading manufacturer and distributor of musical instruments for student, amateur, and professional use. On March 25, 2020, we instituted temporary layoffs in conjunction with Ohio's Stay at Home Orders, and fully expected the layoffs to last less than six (6) months. Unfortunately, despite our customer's efforts to reopen and resume their operations, business conditions continue to be disrupted and there is a diminished demand for the products we manufacture in the near term.

We now believe it is reasonably foreseeable that the layoffs will last longer than six (6) months, and that WARN may apply at our Eastlake, Ohio facility located at 34199 Curtis Blvd., Eastlake, OH 44095. We are taking this action now because of COVID-19-related business circumstances that were not reasonably foreseeable at the time of the initial layoffs. We are providing you with as much notice as possible based on the information available.

At present, these reductions are indefinite as we do not know when economic conditions will improve. All affected employees have been notified of the indefinite nature of the layoff and the reasons for same.

Received August 3, 2020 at 8:30 am

A portion of the affected employees are represented by U.A.W Local 2359 (Union) and are subject to a collective bargaining agreement. Those employees may have "bumping" rights and we will follow the terms of our collective bargaining agreement with regard to the order of layoff, recall, and seniority for all represented employees. We have notified the following union representative of the layoffs:

Joseph Manni  
James Rosciszewski  
Joseph Klima  
Sherri Pongtornwatchakorn

Salaried and non-represented employees will be also be affected by the reduction. The job titles of all affected positions and the number of affected employees in each job classification are shown on the attached enclosure.

Should you have any questions concerning this matter, please contact me at 440-946-6100 ext. 3011.

Sincerely,



Debra M. Sayre  
Human Resource Manager

## ATTACHMENT

As explained in the accompanying letter, the following job titles and number of employees in each position are subject to layoff at Conn-Selmer, Inc.'s, Eastlake, Ohio facility.

### Layoffs for Represented Employees

Job Title	Number of Affected Employees
AQUEOUS SYSTEM SET UP OPERATOR	6
ASSEMBLER VALVE CROOKS	2
BENDER SKILLED	3
BENDERS CROOKS	6
BUFFER	8
CENTERLESS GRIND SETUP OPER	1
COLOR BUFF COLOR RAG	18
FINAL ASSEMBLY HORNS	3
FURNACE OPERATOR DENT REMOVER	1
HORN REPAIR A	1
INSPECT FINAL TEST CUP INSTR	1
INSPECTOR B	1
MAINTENANCE ELECTRICIAN	1
OPER TURRET LATHE HAND SCR	1
OPERATOR DRILL PRESS MILLING	2
OPERATOR CNC TURNINGS CENTER	7
PISTON LINER ASSEMBLER BALLOUT	1
PISTON MAKER	2
PLATER B	2
PLATER C	1
POLISHER	8
ROTARY VALVE MAKER	1
ROUGH ASSEMBLER	19
SENIOR SETUP OPERATOR	2
SET UP OPERATOR PUNCH PRESS	1
SHEET BRASS WORKER	7
STOCK CLERK	1
TURRET LATHE HAND SCR SET UP OPER	1
VALVE GRINDER HONER	1
VIBRATORY TUMBLING MACHINE OPERATOR	1
<b>Total</b>	<b>110</b>

### Layoffs for Salaried, Unrepresented Employees

Job Title	Number of Affected Employees
Production Supervisor	2
Human Resources Representative	1
<b>Total</b>	<b>3</b>