

Meeting Cancellation Procedures

- If the weather and road conditions are concerning to you and the meeting has not been cancelled (it may be a tough call), we trust that you will make the wisest and safest decision in your own situation.

- If there is a serious concern with the weather and road conditions on a meeting evening, a decision to cancel will be made by the Co-Presidents, or their designates by or before 3:30 pm. The same will be true if our meeting must be cancelled ... e.g. no heat/water at the Fergus Legion.

Notification will occur in the following ways:

1. Co-President(s) or designates will contact the website/newsletter committee to post cancellation on the website (www.grandquiltguild.ca) and also inform our members of this cancellation via the newsletter e-mail list.
 2. The Co-President(s) or designates will contact by phone:
 - members without e-mail access
 - members who have requested not to be included in handbook
 - members who have requested no phone number be published in handbook
 3. The Co-President(s) or designates will notify the following radio stations to broadcast/post the cancellation:
The Grand 101.1 FM, CJOY 1460 AM and Magic 106.1 FM
 4. The Co-President(s) or designates will notify the Fergus Branch of the Royal Canadian Legion and have written notification posted on the Legion Door.
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5. **ONLY** in the case of a last minute cancellation will the Co- President(s) activate an executive phone chain by calling designated members who then call everyone on their perspective page(s) of the current handbook using members listed phone numbers. The Co-President(s) will then call any members listed in #2 above as well as any new members not in the handbook.