

# Sudbury & District Quilting and Stitchery Guild

## Inclement Weather Protocol

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We recognize that we have Guild members who travel from all over the Greater Sudbury area to attend our Guild Meetings. Each member must make a personal decision each week as to whether the roads are fit to travel to and from the Parkside Centre. However, in the event that a meeting is to be cancelled due to inclement weather the President and Vice President will:

1. Monitor local weather reports via TV and radio.
2. Consult with the Ministry of Transportation at (705) 564-7721 to determine road conditions in the Greater Sudbury area.
3. Make a joint decision, **no later than 3:00 p.m.**, whether or not to cancel.
4. Should they decide to cancel, they will:
  - contact the Phone Captain who will in turn engage the committee to begin phoning the members without email.
  - contact the gmail coordinator (Sharon Bourque or Patti MacKinnon), or if they are unavailable the Newsletter Editor who will send out an email to those members with email advising of the cancellation
  - see if the website administrator can add a Newsflash on the site
  - contact the management of the Parkside centre to advise them of the cancellation and ask them to put a sign on the Parkside door in case a member is unaware of the cancellation and arrives at the meeting location.

## **Member Notes:**

- Use your best judgement, if the meeting is not cancelled, to decide if you wish to travel to and from the Parkside.
- Members with email should check their inbox after 3 p.m. to see if there is a message regarding cancellation of a Guild meeting.
- Members with computer access can also check for a Newsflash on the website [www.sdqsg.com](http://www.sdqsg.com)
- Members without email will receive a phone call advising them if the meeting is cancelled.