

Friday Nighters Dance Cancellation Procedures

A scheduled Friday Nighters dance is subject to cancellation due to adverse weather conditions or other related emergency. A cancellation is rare but, if one is necessary, everyone affected needs to be informed promptly.

A decision to cancel the dance can be made either by the Club's Executive Board or by the organizational entity on whose premises the dances are held (currently, Mount Vernon Unitarian Church). The entity where the dance is held can mandate a cancellation by notifying the President that its facility cannot be made available due to a weather-related or other emergency.

A decision to cancel a dance requires a vote by the Board called for by the President and conducted in the most expeditious manner possible (e.g. individual phone calls, group conference call, email).

In the event a dance is cancelled, the Board will as quickly as possible contact the entire membership and any guests who are expected at the dance. The following procedures should be followed to the extent possible.

1. The Secretary will immediately send out a cancellation notice to everyone for whom there is a current email address.
2. The President will notify the Band and, if necessary, the Church about the cancellation.
3. The President or Vice President will advise the webmaster to post an announcement of the cancellation at the Club's website.
4. The Board will also phone members and guests by using the most current Membership Directory.
5. Unless a different arrangement is agreed to by the Board, phone calls will ordinarily be made according to the alphabetical listing of members in the Directory as follows:
 - a. President – first ten phone numbers in the Directory listing
 - b. Vice-President – numbers 11-20
 - c. Membership Officer(s) – numbers 21-25 plus guest phone numbers
 - d. Treasurer – numbers 26-35
 - e. Property Officer(s) – numbers 36-45
 - f. Secretary – remaining numbers.

The safety of the Club's members and its guests is the primary factor in determining whether or not to cancel a scheduled dance.

Approved: 11/13/09