

WEST END COMMUNITY CENTER, INC.

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WECC - celebrating our 50th Anniversary 1961-2011

In Case of Inclement Weather Policy

Part 1: Inclement Weather Closing Policy

In case of inclement weather, Manager & Custodian Dave Friend and two members of the Executive Board will decide if we need to close the Center. For 2011-2012 and until modified, the President and the Treasurer will be the officers to decide with Dave Friend whether to close the Center.

When we close the Center, Dave will change the message on the office phone 804 282-7825 from the regular greeting to the inclement weather greeting. He is not required to go to the Center to change the message on the phone. He can change the greeting from home or anywhere else.

Dave will call the contact person(s) for any rentals during the inclement weather and notify them that the Center is closed.

Part 2: Inclement Weather Financial Policy

When the Center is closed because of inclement weather, the Center will refund all fees that have been received for the events that cannot be held.

When the Center is not closed but the renter does not want to hold the event because of the weather, the WECC contract goes into effect. As of November 2011, the WECC contract policy is to keep the deposit but give back the rental fee and let the renter reschedule the event.

These policies will take effect immediately.

Page Peyser, President
West End Community Center
November 16, 2011