

## Weather Cancellation Policy for Facilitators

- The facilitator for the week, in consultation with timekeeper and monitor, shall determine if Sunday Meditation is to be cancelled because of weather conditions.
- The facilitator is responsible for texting our website support person, Deb, before 1pm in order to allow time to get the alert message up on the website by 2pm.

Text your message using the voice number found on this page:

<https://debwork.com/contact-madison-web/>

- The alert will be posted on the home page directly under: **Welcome to Open Door Zen Community**
- The text only needs to say two things: "Sunday Meditation is Cancelled" and then include your name.
- If the facilitator does not receive a text acknowledgment back from Deb by 1pm [since the notice should be in place by 2pm], then Deb asks that the facilitator leave her a voice mail.