

Agenda  
White Pine Library Cooperative

Board Meeting

September 28, 2016  
White Pine Library Cooperative Headquarters  
12:00

**Welcome and introductions**

**Approval of the agenda**

**Approval of Minutes**

**Director's report**

**Old Business**

Budget revision for 2015/16  
Special project, \$10,000

**New Business**

Nominating committee for officers

**Other:**

**Membership news**

**Next meeting date**

October 12, 2016: Annual Meeting, Horizon Center, Saginaw

Below is the policy approved by the Board of Trustees in August, 2004.

## 5.2 Inclement weather or hazardous building conditions:

### 5.21 Hazardous weather

When extremely hazardous weather conditions or building conditions exist, the Director or other authorized employee will call all employees to inform them not to report to work. Employees scheduled to work on that day will receive their normal scheduled pay.

### 5.22 Work Dismissal

If work is dismissed after the scheduled beginning of the work day, employees scheduled to work on that day and actually reporting will be excused for the remainder of the day without a pay deduction. Employees not reporting may make use of vacation or compensatory time, if available, up to the point in time when work is dismissed.

Below are the procedures for implementing the above policy. If the Saginaw Public Schools are closed, the White Pine Library Cooperative office will open 1 hour late – at 9:00am. If we are to remain closed all day, I will call all employees by 8:30am and tell them not to report to work. Employees that have a scheduled vacation or sick day must take their scheduled day off as scheduled. If a snow day falls on a Monday or Friday, employees not scheduled to work will not be paid for the snow day. If I am out of town, ~~Karen will contact employees~~ **the employee scheduled that day will determine if the Cooperative will open or not.** If you have any questions, please see me.

## Workshop Cancellation Policy

### **Registration Cancellation Policy (No-Show Policy)**

If you have registered for a WPLC workshop, and you are not able to attend, you will be charged for the workshop. Please contact WPLC if you are unable to attend (via email: [sgood@wplc.org](mailto:sgood@wplc.org) phone 989-793-7126. There may be a waiting list of people who want to attend. The only exception will be for registrants who are unable to attend because of a family emergency or inclement weather. See also Inclement Weather Policy below.

**Workshop Cancellation Policy** (Workshops cancelled by WPLC) WPLC will cancel workshops if there are not enough people registered or because of inclement weather. If WPLC cancels a workshop, registrants who have paid will be given full refunds. Rescheduled workshop information will be posted to the White Pine website at <http://www.wplc.org>.

### **Inclement Weather Policy**

If you have registered for an WPLC workshop and traveling may be hazardous the day of the workshop, please listen to school closing reports on the television or radio. The workshop will be cancelled if the Saginaw City Schools are closed for bad weather. You may also call the WPLC Offices at 989-793-7126 after 8:00 a.m. the day of the workshop. Use your own judgment when deciding whether to attend. Those who cannot attend a workshop because of inclement weather will not be charged the workshop no-show fee. Please call WPLC, if you cannot attend.