

**Our Lady of Loretto Chapel**  
**“New Snow Emergency Procedure”**  
**Effective January 1, 2015**

On January 1, 2015, Our Lady of Loretto Chapel will implement a new procedure to notify adorers when the chapel is closed due to inclement weather.

In the past, the Head Coordinator would contact the Division Leaders, the Division Leaders would contact their Team Captains, and the Team Captains would then contact the Adorers.

Beginning January 1, 2015, we will be eliminating the phone tree stated above. The new procedure will be as follows: When the weather is predicted to be bad, please call the Parish Office at (763) 479-0535. If the chapel is closing, immediately after the voicemail greeting you will be advised when the chapel will be closed and when it plans to reopen. This will streamline the process to one call.

Please feel free to call the Parish Office if you have any questions about this new procedure.