**2014 Spring Con Advisor Webinar Notes**

**Before**

* Authorization form
  + We need Authorization forms for everyone in attendance. Please make sure you bring us a copy of each form, as we will not have access to a copier on site.
* Check-in is from 5:30 to 7:30. Joint Session starts at 8:00
  + We are not providing dinner, so make sure you and your delegates are feed before you arrive.
* Luggage pick-up
  + If you are getting dropped off at the train station and would like some help getting your luggage to the RAC, we have a Google doc linked in the Spring Con Resources page. Please fill it out by tomorrow.
* Buy tarps
  + The ground will probably still be damp from the rain earlier this week. It would be a good idea to have a tarp between your tent and the ground, so you don’t get wet.
* Know how to set-up your tent
  + As entertaining as it is to watch people set-up their tent for the first time, make sure you encourage your delegation to set-up and put away their tents at least once, so they know what to do. Most tents should only take about 10 minutes to set-up and take down.
* Proposals/Bills to advisors this afternoon.

**During**

* Advisor duties were in yesterday’s bulletin
  + The advisor duties are pretty standard. We have:
    - **Reminder that Everyone is a Dean:**  For those who haven’t been to spring before we are sleeping in a puplic space. We need everyone to help manage this. Keep an eye out on everyone’s stuff..
    - **Tent Patrol:** Working with Dean Team to supervise Tent City and making sure nothing crazy is going on.
    - **Culinary Host/ess:** Help keep the RAC gym clean, meal trash picked up, and wipe down tables after meals.
    - **Social Activity Clean-Up:** Pick-up the trash after the social events and put the Gym back in order.
    - **Area Clean-Up:** At the end of the conference, delegations will have areas assigned to them to clean-up. Please pick-up any trash and help to leave the place cleaner than when we found it.
* Weather looks good. We’re looking at low to mid 70’s for the highs and low 50’s for the lows. Dress in layers and be ready for it to get chilly when the sun goes down. Typical Spring weather for places other than San Diego.
* Will be staying at the Corcoran RAC. It is located at 900 Dairy Ave, Corcoran, CA 93212
* Don’t bring valuables; don’t leave phones, etc in the tents. While we have people patrolling the area, it’s still not a good idea to bring any.
* Will have security at night.
* No mixed genders in tents. Either all female or all male.
* Sessions will take place at the local high school. The school is about 5 blocks away and takes about 10 minutes to walk to. We ask that delegates travel in groups of at least 4 when they are walking over to session from Tent City.
* The RAC has a pool/waterslide that we can use during free time on Saturday.
* No flip flops outside of RAC
* Scott will be shutting down the office during the scheduled times we will be at the HS
* Lawn Games

**After**

* Everything is over at 11:30 am
* Please make sure your assigned area is cleaned before you leave