

SITE Committee: Responsibilities + Deadlines

- Post signs on road directing drivers to camp.
- Arrange for first aid kits and list of people with medical expertise
- Establish lost + Found box
- Check garbage disposal system at camp - Do we need to provide bags, extra cans?
- Post list of emergency numbers - include map/directions to nearest hospital. Locate telephones we can use.
- Arrange for spare amenities (sleeping bags, blankets, TP, tampons) ^{Flashlights, bug poop}
- Do we need to provide TP in all buildings? Should have an emergency stash in any case.
- Coordinate clean-up effort on Monday. Solicit volunteers well beforehand.
- Post parking areas (coordinate with REGISTRATION - have area marked on site maps)
- Coordinate with REGISTRATION on production of a site map
- Produce and post a large schedule of the weekend (coordinate with TOUR, WORKSHOP-MASS, SOCIAL, FOOD). Get small copies of schedule to REGIS for inclusion in team packets. Copies of site map too.
- Set any weekend rules and post in camp
- Set on-site communication system/area. Use for teams/individuals to post messages, posting of notices, workshop info, etc. Make sure all committee chairs (esp. TOUR, WORKSHOP) know location.
- Locate nearest hospital on each tour - get info to TOUR
- Have table clean-up supplies out at all times - announce at meals
- Misc: Ed Stern has crutches; get portable fans + extension cords; directional signs for the way out of camp

* Budget for committee is \$90