

# Co-ti Leadership: Directions & Packing - WB



## Instructions

Northern California Location: Westerbeke Ranch Retreat Center, Sonoma, California.

You will need this information as you prepare to pack for your retreat. This document provides you with the basic operating procedures for your retreat center and packing instructions so you are properly prepared for the activities and weather. If you are driving, the directions to the retreat center are also included.

### Electronic Communications and Being "On Retreat":

During your Leadership Program, you will be "on retreat" at a retreat center. It is important to understand that being on retreat as a member of a Co-active Leadership learning community, requests of you to let go of the world outside of work and family for the period of time that you are on site. Please do not plan on doing other work while on retreat. We strongly recommend that you leave your electronic communication devices (e.g. smart phones, mobile phones, lap tops, iPads, etc.) either turned off for the entire duration of the retreat or at home.

The usage of such devices interferes with the retreat nature of the leadership program experience and pulls participants away from full engagement with the program. Your usage of electronic communications devices not only affects the level at which you are fully engaging in the program, it also contributes to a weakening of the container of community that you and your fellow leadership participants will be creating together, negatively affecting the experience of others.

We recognize that, in this day and age, it is sometimes very challenging to refrain from using electronic devices and that sometimes it is necessary to use them. As a result, while we prohibit the use of electronic devices in all common areas where other participants gather, we ask you to be discreet in your usage of them in privacy and only when absolutely necessary.

### Exceptions:

- If you have music on your smart phone and think you might want to share it with others by hooking it up to the stereo system, you are welcome to do so.
- For those who use an electronic calendar, there will be some formally-designated times where having your calendar handy will be necessary.

### Available Phone:

A phone is available on site for local calls, if needed (see above about being "On Retreat"). Please bring calling cards for any long distance calls.

### Laundry:

There are no laundry facilities or laundry services available to participants during the retreats.

## What to Bring (pack lightly)

### Important Items

- ☐ Flashlight
- ☐ \*Rain Gear (see local weather)
- ☐ Water Bottle
- ☐ Day Pack (a small pack for carrying items like your water bottle, rain gear, gloves, etc.)
- ☐ Any medications, supplements, and hygiene items you may need, including allergy, antacids, cough drops, and natural remedies

### Other Items

- ☐ Jacket or warm sweater
- ☐ Both lightweight clothes (shorts, etc.) and warm clothes for cold or wet weather
- ☐ Soap, shampoo, toothbrush, etc.
- ☐ Sturdy walking shoes that provide traction and ankle support
- ☐ Sandals or tennis shoes
- ☐ Slippers for inside
- ☐ Insect repellent
- ☐ Sunscreen
- ☐ Gloves for ropes course (well-fitted leather is best)
- ☐ Hat (for sun & warmth)
- ☐ Ear plugs (shared accommodations)
- ☐ Personal calendar
- ☐ Alarm clock/watch
- ☐ Pen

#### **What NOT to Bring**

- ☐ Laptops and other electronic communication devices (e.g. smart phones, mobile phones, iPads, etc., unless you use it for your calendar....then, it is ok to bring, as long as you only use it for this purpose, during such time as we make formal time available to do so.)
- ☐ Expensive jewelry
- ☐ Perfume/cologne
- ☐ Cellular phones (for emergency use)
- ☐ Alcohol

You will do a lot of floor sitting and outdoor activity. Please dress accordingly.

## Local Weather

For those of you unfamiliar with Northern California weather: In summer you can expect hot, dry days and chilly nights. Winter is variably warm and sunny or cold and rainy. Winds and damp fog are common any time of year. Be prepared to dress in layers. Check [www.weather.com](http://www.weather.com) and find Sonoma, California for current conditions and forecasts for the area.

\*For retreats 1 & 2 you will spend a fair amount of time outdoors, rain or shine. Waterproof shoes, pants, rain poncho and jacket with hood are recommended in wintertime.

## Westerbeke Retreat Habits & Suggestions

1. It is recommended that you arrange to carpool to Westerbeke Retreat Center. Upon arrival follow signs to the Welcome Area.
2. Accommodations are small cabins; most are triple occupancy.
3. All cabins are heated and have full bathrooms with showers.
4. Bed linens and towels are provided.
5. Smoking is not allowed in the cabins and buildings.
6. To avoid poison oak, stay on roads and paths while hiking.
7. There is a small store in the office that contains sundry items, snacks and gifts.
8. The swimming pool and hot tub are open from 8 a.m. to 10:00 p.m. daily.
9. Telephones: There is good cell phone reception on the property. There are also 2 guest telephones for local calls; for long distance calls you will need to use a calling card. The office telephone is for emergency calls only (707-996-7546).
10. Internet access: There is a guest computer in the store and wireless network access from several sites near the office.
11. Hiking & Jogging: Please consult with the office for maps and local safety suggestions.

## Driving Directions

Location: Westerbeke Ranch, 2300 Grove St., Sonoma, CA 95476  
Phone: 707-996-7546 Fax: 707-996-7081

For map and written directions from all locations see link below:

<http://www.westranch.com>

Directions: From San Francisco

- Go north across the Golden Gate Bridge on Highway 101 to Novato
- Exit on Highway 37 east
- Exit left on Highway 121 (Sonoma)
- Travel approx. 7 miles.
- Highway 121 will turn to the right at a stop sign while Highway 116 continues straight.
- Take Highway 116 — travel 1.5 miles.
- Highway 116 will swing to the left (to Petaluma) but Arnold Drive will continue straight.
- Take Arnold Drive (there is a small sign for Arnold) — travel 3.5 miles.
- Turn left onto Grove Street (at gas station/traffic light) — travel 1.5 miles to Westerbeke Ranch on your right.
- Enter the dirt driveway at the wooden "Westerbeke Ranch" sign and go straight through the mint green, metal gates to the parking area.
- As you enter the grounds via the large staircase, look to the far entrance of the building on your right (the Adobe Dining Room). There you will find the Welcome Table with information, including your group's "Room Assignments" and "Guidelines for Ranch Use" with a map of the ground.
- Gourmet coffee & tea are available in the Adobe Dining Room. Questions? Head to the office at the other end of the pool.

Note: If you will be arriving late, please call both Westerbeke Ranch Retreat Center at 707-996-7546 and the CTI office at 800-691-6008 x 701 and leave a message. Thank you!