

Co-active Leadership: Directions & Packing - Marconi



Instructions

Northern California Location: Marconi Conference Center, Marshall, California, near Point Reyes.

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.

This is a residential retreat, so please don't plan on doing other work while you are here. We suggest that you handle other responsibilities and agreements (work, family, etc.) prior to arrival, so that you can give yourself the gift of being "on retreat." Therefore, please avoid bringing laptops, checking voicemails, and doing other "day to day activities" during your retreat. There is limited cell-phone service at Marconi Conference Center. To make calls from your guestroom phone or one of the public phones on the property, please bring a Calling Card with a 1-800 access number. The front desk also sells Calling Cards. 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, raingear, 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 best)
- ☐ Hat (for sun & warmth)
- ☐ Ear plugs (shared accommodations)
- ☐ Personal calendar
- ☐ Alarm clock/watch
- ☐ Pen

What NOT to Bring

- ☐ iPods, MP3 players, etc.
- ☐ Laptops and other electronics
- ☐ 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. You will be near the ocean so winds and damp fog are common any time of year. Be prepared to dress in layers. Check www.weather.com and find Marshall, California for current conditions and forecasts for the area.

You will spend a fair amount of time outdoors, rain or shine. Waterproof shoes, pants, rain poncho and jacket with hood are recommended.

Marconi Conference Center Habits & Suggestions

TELEPHONES

- ❖ There is limited cell-phone service at Marconi Conference Center. To make calls from your guestroom phone or one of the public phones on the property, please bring a Calling Card with a 1-800 access number. The front desk also sells Calling Cards.
- ❖ Guests wishing to receive calls in their room may give callers the private number posted by their guestroom phone. Guestroom phones have no message service.
- ❖ Calls to the front desk at (415) 663-9020 cannot be transferred to guestrooms; however, messages left at the front desk for on-site guests will be posted in the reception area or, in the case of an emergency, delivered.

PROPERTY TIPS

- ❖ All Marconi buildings are non-smoking. Ashtrays are located at entrances, on decks and on patios of buildings.
- ❖ Guestrooms have bed linens; private bathrooms with towels, soap, drinking glasses, and coffee makers/supplies; clock-radios; flashlights; telephones (see above); and WiFi access (a nominal fee is payable at log-in).
- ❖ The Front Desk sells candy, snacks, drinks, phone cards, meeting supplies, souvenirs, note cards, postage stamps and a few toiletries. Some irons, ironing boards and hairdryers are also available.
- ❖ The Business Center, located in the check-in building, offers guests two computers with free internet access, two printers, and a self-service photocopier.
- ❖ Comfortable walking shoes, a waterproof jacket or coat, and a sweater or sweatshirt are recommended.
- ❖ Fires, candles, incense and pets are not permitted.
- ❖ Go to this website www.MarconiConference.org for complete and detailed information.

Driving Directions

Location: Marconi Conference Center, 18500 State Highway One, Marshall, CA 94940
Phone: 415-663-9020 Fax: 415-663-1731

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

<http://www.marconiconference.org/driving.html>

- **From San Francisco**
Go north across the Golden Gate Bridge on Highway 101 past San Rafael.
- Exit at Lucas Valley Road.
- Go left (west) on Lucas Valley Road to end, about 10 miles.
- Turn right (north) on Nicasio Valley Road, continue about 4 miles to end.
- Turn left (west) on Petaluma/Point Reyes Road, continue about 3 miles to stop sign.
- At stop sign, turn right (north) across bridge and continue to end of Petaluma/Point Reyes Road (about 3 miles).
- Turn right (north) on Highway 1 (Shoreline Highway).
- Follow Highway 1 about 7 miles to Marconi, on the right.

Note: If you will be arriving late, please call both Marconi Conference Center at 415-663-9020 and the CTI office at 800-691-6008 x 701 and leave a message. Thank you!