

The Toledo Ski Club

2006/2007 Ski Season

Weekend Trips Packet

Date of Trip: _____

Name of Trip: _____

Host(s): 1) _____

2) _____

3) _____

Weekend Trips Chairperson:

Mark Dushane

8124 High Oaks Drive

Lambertville, MI 48144-9326

Work Phone # (Summerfield Schools) 734.279.1013

Cell Phone/Home Phone # 734.777.0954

Fax # (Summerfield Schools) 734.279.1017

e-mail address:

dushane@summerfield.k12.mi.us (home/work)

Weekend Trips Timetable/Checklist

1. At least eight weeks prior – get your advertisement to the Slope Dope Editor – Tricia Fee Mainhardt.
2. **Four weeks prior – reservations open**
 - A. List host(s) 1st, 2nd, 3rd, etc.
 - B.** List 2 NASTAR races – Call the racing director **Gino Chiapetta**. **Race schedule has been set and published for 2006-2007**
 - C. You may have 2 NASTAR races for your trip – one Saturday and one on Sunday.
3. **Three weeks prior – cancellation date**
 - A. Open to guests i.e. Ann Arbor Ski Club, Flint, and others
 - B. Checks to TSC Treasure – Dave Koenig
 - C. Get your **key** & advance to buy food/beverages
4. **Week of trip**
 - A. Confirm food for bus – **Thursday A.M.**
 - B. Room & job assignments to drive - ups
 - C. Get videotapes/DVD's for bus
5. **Day of Trip**
 - A. Bus will arrive @ **5:30 p.m.**
 - B. Roll Call – as boarding
Note: You may only put someone additional on the bus if you have had an official cancellation. No shows still have the option of driving up!
 - C. Be sure to have napkins/paper towels and garbage bags on bus. (**at clubhaus**)
Bus departs 6:30 p.m. sharp! No exceptions!
Turn in remaining checks to Dave Koenig!
6. **At the lodge**
 - A. Post day & time of **NASTAR** races and slope party if any, by the lodge phone and on the bulletin board next to the bar.
 - B. Post job & room assignments on same bulletin board.
 - C. **No smoking allowed anywhere in the lodge!**
 - D. No ski boots upstairs.
 - E. Call Boyne or Nub's and request number of discounted tickets needed. 800.GO BOYNE Nub's Nob 231.526.2131
 - F. Sunday – Don't forget to load all food/supplies for slope party i.e. plates, cups, and anything in refrigerator/freezer.

Outline for Running Your Weekend Trip

1. The Weekend Trip Host(s) should review the Weekend Trip Policies as well as the TSC Lodge policies contained in the roster. **Especially know the rules for reservations and cancellation policies!**
2. **Bus transportation contracted with Blue Lakes Charters Clio, MI**
If you don't fill the trip (47 passengers) we must still pay the full bus cost.
3. Prepare the budget for your trip and submit it with all received checks to TSC Treasurer – Dave Koenig three weeks prior to the trip departure date to receive your food/beverage advance.
4. A TSC lodge key may be obtained from Dave Koenig at that time as well.
5. Submit remaining checks day of trip.
6. The trash bags for the beer, pop, wine, and bus meal garbage are at the clubhaus.
7. **Bus trips only** – While the bus is traveling between Gaylord and the lodge, the host(s) should announce all important events that will occur during the weekend, such as when the bus will depart the next morning. (Announcements for other activities as the weekend progresses should be made on the bus ride prior to that event. On the way back from skiing on Saturday announce what time dinner will be and what time you will leave in the morning.) The chairperson will pass around a list of the weekend work assignments on the way to the lodge on Friday night. A copy of the room assignments should be posted at the top of the stairs and a copy of the work assignments should be posted on the bulletin board by the bar.
8. The Heather Hut at Boyne Highlands is reserved for Sunday. If you are not going to Boyne Highlands on Sunday, let the Weekend Trips Chairperson, Mark Dushane know in order for him to cancel the reservation for the warming hut.
9. The financial report and all other reports are to be completed and submitted to Dave Koenig **within two weeks after the trip returns.**
10. **Gordon Foods**, if given the menu and number of people attending, will calculate the amounts of ingredients needed. **TSC** gets a 5 % discount: use **TSC/GFS # 001047160**.
11. Be sure that the people who drove up know all the information about: job assignments, room assignments, NASTAR place and time, slope party place and time, and any special announcements.
Extra people can be accommodated for Saturday dinner at \$ 10 each and the Slope party at \$ 5 each. They must **pay in advance** of the trip in case of a no show
for dinner. All people on the trip pay full price. If refunds are due, they will be issued by the TSC treasurer when all financial reports and monies are in. Arrange for the clubhaus to be opened Friday night. (All directors have keys.)

Responsibilities of The Weekend Trips Host(s):

1. To enforce the Weekend Trip Policy and the Lodge Policies.
2. To monitor finances and be responsible in deciding how trip money is spent.
3. To return the keys to the lodge promptly!
4. To be sure the article for the paper is completed and submitted to the editor by next board meeting. **(1st Monday of the Month unless otherwise noted.)**
5. To submit the final financial report to the TSC Treasurer Dave Koenig within two weeks after the trip has been completed.
6. To submit the trip summary to Weekend Trips Coordinator Mark Dushane within two weeks after the trip has been completed.

Der Schlophen Dopen Guidelines For Weekend Trip Hosts

- **Advertising** – Please read over and use the attached sheet for your ad and coupon.
- **Pictures & Articles** – Assign these as jobs/duty's.

Pictures – Now that most people have digital cameras, send weekend pictures to **Rick Popiolek** (rick@danberry.com). Please remember to set cameras at low resolution in order to e-mail to Rick without sending massive files.

- Look over the helpful hints sheets attached. There is room for you to add suggestions.
- Give your writer and photographers their helpful hints sheet at the beginning of the trip.
- Contact your writer and photographers after the trip to make sure your article and pictures are into the Der Schlophen Dopen staff. **Send to: Tricia Fee Mainhardt, 403 East Indiana Ave., Perrysburg, OH 43551.**

Articles and pictures will run each month. Please send them to Tricia prior to the next Board of Directors' Meeting so that they are published in a timely manner. Nobody likes old news!

Deadline – The deadline each month is the **TSC Board Meeting**. These are held the first Monday of each month unless otherwise noted. Items received late will run the following month.

- The Der Schlophen Dopen staff reserves the right to edit articles and photos.
- All TSC events should submit articles and pictures. People enjoy this part of the paper. If you are not going to submit articles and photos – please let Tricia know.
- The Der Schlophen Dopen staff will consider the person that the trip checks/coupons are sent to as their contact person.
- Please give the person writing your article the names of everyone on the trip, i.e. room assignments and job list sheet.

Helpful hints for writing the article for the Der Schlophen Dopen

Deadline – The **TSC** board of directors meeting held the **first Monday of each month** is when the article is due. Articles received after the board meeting will be published the following month. **Send to: Tricia Fee Mainhardt, 403 East Indiana Ave., Perrysburg, OH 43551**

Articles should be a maximum of five-hundred words or less. They must be legible and appropriate in content. Don't include inside jokes, unless you explain them. Don't try to hurt or offend anyone intentionally. Please include your name and don't forget to thank the trip chairpersons. Also include the trip name/theme and date. The Der Schlophen Dopen staff reserves the right to edit all articles.

Many of you are writing articles for the first time. The Der Schlophen Dopen staff has come up with a list of ideas to help you write your article. Use what you want, or come up with your own – Just keep it light, remember the fun, and enjoy yourself!

What was the theme? What did people do for the theme? What happened at the party? Tell about games, contests, dancing, costumes, and music. Did anyone stand out? Is anyone a candidate for a humorous award this year? How was the food? What was served? Where did you ski? How were the conditions? Was this anyone's first trip? Detail the race results. Were there any first time racer's? Did anything funny happen on the course? How was the slope party? What happened? What did you have? How was the bus trip? Were there any delays humorous or weather related? Did anything funny happen? Did anyone stand out on the trip? Did anything important happen? Were there any funny goofs or gaffs? Mention some names. Don't forget to thank the hosts.

Bus Announcements

Leaving Clubhaus:

1. Welcome to _____ weekend. Your hosts for the weekend are _____

2. We'll be passing out plates, napkins and bus meal. Water, pop, beer, and wine are located in the iced blue bins about 2/3's of the way back. Later, garbage bags for trash will be passed back.
3. Lift tickets
If we can get twenty-five or more people who are going to pay cash for their lift tickets, we can get a five dollar discount per ticket. We will either collect money now or when we get to the lodge after everything is unloaded.
4. NASTAR
NASTAR races are scheduled both Saturday and Sunday unless otherwise noted. See _____ to sign up and pay your racing fees and sign release forms.

Approaching the lodge (Walloon Lake)

Things you need to know:

1. Room assignment list
Please check the list and go to the proper room.
2. Job assignment list
Everyone has a job! Please check the list posted on the bulletin board between the bar and the dining room.
3. **Everyone** works until the entire bus is unloaded! It takes 3.2 trips per person to get the entire bus unloaded, including food, water, beer, and wine.
 - Don't look for your own stuff, just unload everything!
 - Put all the food items in the kitchen.

- Put all luggage in the lodge living room.
 - Put all skis and snowboards in the A – frame (foyer).
 - Ski and snowboard boots go in the boot rack.
4. **No ski or snowboard boots are to be worn upstairs. This is a safety issue.**
 5. When you shower, be sure to use shower curtain if there is one. Also, please use the paper bath mats, and close shower doors during and after shower so that no water gets on the floor. It will leak through and damage the ceilings below.
 6. No smoking of anything **legal/illegal** is allowed in the lodge! If you must smoke **legal substances**, you must go outside, and pick up and **dispose of properly** your smoking materials when finished.
 7. **Saturday/Sunday** morning routine:
Breakfast will be served at: _____ The bus will leave at: _____
Load **only** your own skis, poles, boots, boards etc. in the morning.

Saturday morning on the bus to Boyne/Nub's

1. Hold 50/50 raffle - \$ 1.00 per card.
2. Announce what time the bus will pick up skiers at the end of day. Sometimes two pick-ups are offered at discretion of driver. Be sure that times have been announced and made clear!
3. Tell skiers/boarders where to purchase lift tickets if they haven't already purchased via group rate. Ask six people to unload all of the skis assembly – line style.

Saturday afternoon on the return bus to the lodge from Boyne/Nub's

1. When we return to the lodge, unload all skis/boards and equip.
2. Anyone with a cooking/kitchen job gets first opportunity to take a shower.
3. Cocktails & hors d'oeuvres at 6:30 p.m., dinner sometime between 7:00 – 8:00 p.m.
4. Tomorrow morning the bus will leave @ 8:30 a.m. sharp!
5. If you wish to sign up for Sunday NASTAR racing, please see _____ after dinner and pay \$ 5.00 and fill out the official race form/release.
6. The NASTAR race will be held at **time:** _____ on slope _____.
7. A Sunday slope party, if offered, will be held at _____ at time: _____.
8. If your job is to help with the slope party, be sure to see the trip chairperson for instructions. Slope party supplies are to be taken to the office (Nub's Nub). Ski patrol will transport to warming hut. Please label everything **Toledo Ski Club**. After party, put all leftovers in boxes, label and put in one place in corner of warming hut so as not to interfere with those using warming hut after us.

Sunday morning on the bus to Boyne/Nub's

1. Does everyone have their lift tickets?
(Did they wear the same clothes as yesterday?)
MDSC racers – Do you have your bibs?
2. Hold 50/50 raffle - \$ 1.00 per card.
3. The NASTAR race will be held at time: _____ at
at race site _____. The slope party will be
held at time _____ at the _____.
Remember, there are no restrooms at or near the race course!
4. The bus will leave promptly at 4:00 p.m.!
5. When you load up at 4 p.m., skis/boards that will go all the way
to Toledo (you won't take them out to repack at the lodge) go in
the middle bay. Remember, (Middle bay goes all the way!)

Sunday afternoon on the bus returning to the lodge

1. When we get back to the lodge, **No Showers Allowed!**
2. Our goal is to be packed and on the road in thirty minutes
or less!
3. Pack your stuff and get it loaded.
Get all big luggage and skis out to bus right away!

Leaving lodge on Sunday Afternoon

1. We will stop in Gaylord for fast food TBA. Tell you are on bus
and you may receive a ten % discount.

Sunday evening arrival in Toledo

1. Thank trip chairpersons.
2. Thank and tip bus driver. Usually \$ 2.00 per person or about
one hundred dollars. Thank trip participants. Ask for volunteers to
help unload bus.

Reservations Roster

1. _____	40. _____
2. _____	41. _____
3. _____	42. _____
4. _____	43. _____
5. _____	44. _____
6. _____	45. _____
7. _____	46. _____
8. _____	47. _____
9. _____	48. _____
10. _____	49. _____
11. _____	50. _____
12. _____	51. _____
13. _____	
14. _____	<u>Reservation Waiting List</u>
15. _____	
16. _____	1. _____
17. _____	2. _____
18. _____	3. _____
19. _____	4. _____
20. _____	5. _____
21. _____	6. _____
22. _____	7. _____
23. _____	8. _____
24. _____	9. _____
25. _____	10. _____
26. _____	
27. _____	<u>Cancellations</u>
28. _____	
29. _____	<u>Name</u> _____
30. _____	_____
31. _____	_____
32. _____	_____
33. _____	_____
34. _____	_____
35. _____	_____
36. _____	_____
37. _____	_____
38. _____	_____
39. _____	_____

Refunds for Chairpersons

Chairperson(s) 1. _____
2. _____
3. _____

Mail to TSC treasurer: Dave Koenig
5620 Bonniebrook Road
Sylvania, OH 43560

Sample Budget for a Bus Trip

Dave Koenig will issue a check to the trip chairperson for food an amount somewhere between twenty and twenty-four dollars per person. \$ 20.00 X 51 members = \$ 1020.00. \$ 24.00 X 51 members =1224.00.

Below are approximate costs for the portion of the weekend trip that the chairperson is responsible for. Turn in checks **one/two weeks** prior to the trip to receive money to purchase items for the trip.

Friday Bus Meal

Pizzas, subs, etc. \$ 100.00

Munchies, fruit, chips, pretzels, etc.

Beverages

Beer: 6 to 9 cases 50 % lite . Ask **Rick Popiolek** for estimates.

Keg beer is no longer allowed on bus for consumption during travel!

Pop: 5 to 7 cases 70 % diet, some caffeine free Watch for specials.

Wine: 2 to 4 boxes of wine (white zin is popular)

Water: **Many more people are drinking more bottled water than alcohol so be sure to have plenty of cases of water!**

Saturday Après Ski Cocktail

Liquor for theme drinks and munchies: Purchase thru Rick Popiolek

Saturday Evening Dinner

Slope Party Sunday Lunch

Hamburgers, hot dogs, potato salad, veggies, cookies, buns, paper plates, napkins, plastic forks, spoons

Breakfasts Saturday/Sunday

Oatmeal, scrambled eggs, pancakes, fruit, toast, coffee,

This is a basic outline. If you spend more in one area, adjust somewhere else. Plan all meals in advance! Make a grocery list and try to price items and watch for specials at groceries. Proper planning will save a lot of headaches. Prepare a detailed menu and post it in the kitchen for the cooks. That will free you up for other task responsibilities on your weekend.

If you have Saturday evening guests for dinner, they must pay in advance ten dollars for dinner and/or five dollars for Sunday slope party.

Weekend Trip Fee Distribution

Cost of trip	\$ 103.00	raised winter 06/07
Member lodging	\$ 34.00	17.00 per night
Bus Transportation	\$ 45.00	2020.00
Food/Beverages	\$ 24.00	20.00/24.00 per person

Trip Summary

Name/Date/Chairperson(s) # of attendees: Where trip took place

Weather Conditions:

Problems Encountered:

Additional comments or Suggestions:

Income from trip: Less expenses

Profit/Loss:

Return to:

Mark Dushane

8124 High Oaks Drive

Lambertville, MI 48144-9326

Inventory

To assist the next week's chairperson, please quickly scan the kitchen prior to departing Sunday evening to see if more of any items need to be brought up:

Coffee – regular/decaf
Tea
Catsup
Mustard
Mayo
Salad dressings
Sugar
Powdered sugar
Brown sugar
Hot Cocoa mix
Microwave popcorn
Pancake syrup
Barbecue/steak sauce
Salsa
Jams/jellies
Plastic silverware
Paper plates
Napkins
Bottled/dishwasher soap
Toilet paper
kleenex

Do not leave anything in refrigerator!

Toledo Ski Club Weekend Trips Work Schedule

Everyone puts their own breakfast dishes in the dishwashers and washes any item that cannot be put in dishwashers!

1. Make microwave popcorn on Friday evening after arrival.
2. Shovel snow from fire exits Fri/Sat/Sun
3. Sat. a.m. clean living room/bar area
4. Sat. breakfast clean kitchen/dinning room area
5. Sat. breakfast clean kitchen/dinning room area
6. Sat/Sun bus raffle
7. Sat/Sun bus raffle
8. Sat. p.m. hors d'oeuvres for cocktails after ski
9. Sat. p.m. hors d'oeuvres for cocktails after ski
10. Sat. p.m. bartender
11. Sat. p.m. bartender
12. Sat. dinner cook
13. Sat. dinner cook
14. Sat. dinner cook
15. Sat. dinner cook
16. Sat. dinner dishes 1st shift
17. Sat. dinner dishes 1st shift
18. Sat. dinner dishes 1st shift
19. Sat. dinner dishes 2nd shift
20. Sat. dinner dishes 2nd shift
21. Sat. dinner dishes 2nd shift
22. Sat. after dinner coffee/dessert
23. Sat. after dinner coffee/dessert
24. Set up Sun a.m. coffee for breakfast
25. Sun. breakfast dishes
26. Sun. breakfast dishes
27. Sun. a.m. living room/bar area cleanup
28. Sun. a.m. load bus for slope party take to Nub's office
29. Sun. a.m. load bus for slope party take to Nub's office
30. Sun. p.m. clean up after slope party
31. Sun. p.m. clean up after slope party
32. Sat/Sun collect NASTAR race money/signed release forms
33. Fri. p.m. collect discounted lift ticket money for **both** days
34. Fri. p.m. collect discounted lift ticket money for **both** days
35. Load blue containers on bus for return to Toledo and unload back in Toledo.

36. Load blue containers on bus for return to Toledo and unload back in Toledo.
37. Clean lodge kitchen Sun. p.m. before departure
38. Clean lodge kitchen Sun. p.m. before departure
39. Clean restrooms women's east
40. Clean restrooms women's west
41. Clean restrooms men's east
42. Clean restrooms men's west
43. Empty all trash containers in parking lot dumpster
44. Empty all trash containers in parking lot dumpster
45. Empty all room wastebaskets
46. Empty all room wastebaskets
47. Turn down room registers/lock and close blinds
48. Turn down room registers/lock and close blinds
49. Write article for Der Schlophen Dopen
50. Photos: send all digitals to **rick@danberry.com**
51. Inventory of supplies needed at lodge for next trip