

**CATHEDRAL OF THE PINES
HANDBOOK**



**for
Volunteer
and
Retreat Participants**

2009

Spring, 2009

Dear Volunteers and Retreat Participants,

Summer is almost upon us and we are really looking forward to having you at Cathedral of the Pines Camp!

This handbook is designed to answer many of the questions you may have about camp. There is a lot of valuable information in this handbook, so please take the time to read it thoroughly. You should read this handbook each year even if you are a "seasoned" camper. Substantial revisions in policy and procedures have been made this year to better serve our campers.

When getting ready for camp, please keep in mind that we attend Cathedral of the Pines to learn and grow in our faith in Jesus, as well as to have a great time. Please do not bring anything that would distract from this purpose.

We feel that a camping experience at Cathedral of the Pines will be one of the highlights of your summer. Good preparation for camp will enhance your experience. We are anxious to get to know you during your stay. If you have further questions after reading this handbook, please contact me at the church office.

Sincerely,
Kris Ericksen
Camp Coordinator
612.767.2207

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❖ THE MISSION OF CATHEDRAL OF THE PINES ❖

Cathedral of the Pines Camp serves children and young people, ages 9 - 18, by enhancing their spiritual and emotional development. The summer camping experience in the natural beauty of Caribou Lake at Lutsen, Minnesota, helps the youth of Mount Olivet Lutheran Church and the community grow in their relationship with God. Cathedral of the Pines is the "heart and soul" of Mount Olivet Lutheran Church.

PSALM 121

I lift up my eyes to the hills — from where will my help come?

My help comes from the LORD who made heaven and earth.

He will not let your foot be moved; he who keeps you will not slumber.

He who keeps Israel will neither slumber nor sleep.

The LORD is your keeper; The LORD is your shade at your right hand.

The sun shall not strike you by day, nor the moon by night.

The LORD will keep you from all evil; he will keep your life.

The LORD will keep your going out and your coming in from this time on and forevermore.



OUR CAMP SONG ~ MY GOD AND I

My God and I go in the field together,
We walk and talk as good friends should and do;
We clasp our hands, our voices ring with laughter
My God and I walk thru the meadow's hue;
We clasp our hands, our voices ring with laughter
My God and I walk thru the meadow's hue

Here in this quiet lovely green seclusion
We call it our Cathedral of the Pines
I've walked with Christ, I've heard the call to serve Him
I've found the peace, which comes to hearts and minds.
I've walked with Christ, I've heard the call to serve Him
I've found the peace, which comes to hearts and minds.

❖ GENERAL INFORMATION ❖

CANCELLATION/CHANGE OF PLANS

Please make every effort to arrive at camp during the scheduled arrival times for your group. If you will not be arriving during the scheduled arrival times please let the Camp Manager (Karen Blomberg) know at 218/663-7255, so that meal preparation and housing assignments can be made accordingly.

If you are unable to attend a retreat or volunteer as scheduled, please notify the Camp Coordinator at the church office as soon as possible.

DEPARTURE AND RETURN

Cooks and Health Professionals:

If you are going to camp at a time when there is a camp bus and you choose to ride the chartered bus, please call Kris Ericksen at the church office one week in advance.

Chartered buses will leave from the church parking lot each scheduled morning. Riders should check in at the front door of the church no later than 7:45 a.m. Buses will leave on schedule. If you will be delayed on the morning of departure, please call the church office (612/926-7651) to report your delay. The switchboard will open at 7:00 a.m. on camp travel days. Buses will return to the parking lot at approximately 6:30 p.m. on scheduled travel days.

We will be unable to stop at any point to pick up or drop off travelers on the way to or from camp.

DIRECTIONS TO C.O.P.

35W north out of Minneapolis to Duluth. Hwy 61 from Duluth up the North Shore to Lutsen. Left at County Road 4 (also called Caribou Trail). Cathedral of the Pines is approximately 3 and 1/2 miles up Caribou Trail on the right side of road.

THE CAMPING EXPERIENCE

Cathedral of the Pines offers a secure and welcoming community where campers can try new activities, broaden interests, make friends, express themselves, come closer to God and feel a sense of belonging.

We promote an environment free of physical or emotional abusive/harassment/bullying behavior. This type of behavior is not tolerated, has strong consequences and arrangements may be made for the immediate return of the person to Minneapolis.

FAMILIES AND LODGING

For camp purposes, "Family" is defined as immediate family members only.

Parents are responsible for their own children at all times.

Families will be assigned one cabin as a unit. We do not separate the children from the parents regardless of the age of the child/children.

Cabin walls are very thin. Please be considerate of your neighbors, especially before 8:00 a.m. and after 10:00 p.m.

GENERAL CAMP POLICIES

For the safety of all, vehicles must be parked upon arrival and not driven unless absolutely necessary.

Please sign the notebook at the registration table in the lodge when you leave and return to the camp grounds. This is necessary in case of phone calls or emergencies.

We request that you follow the daily schedule set by the pastor in charge.

No pets allowed.

All camp buildings are smokeless and tobacco free. This includes cigarettes, cigars, and chewing tobacco.

No alcohol or other illegal non prescription drugs are allowed on the campground.

Guns, knives, fireworks, sparklers or anything harmful to you or others are not allowed at camp.

Skateboards, rollerblades, bicycles and scooters are not allowed at camp.

Chewing gum is not allowed at camp.

All supplies purchased for camp use must be approved and purchased by an authorized camp staff person.

Only Cathedral of the Pines staff members are allowed to have or use bicycles on the camp grounds.

DAMAGE CONTROL POLICY

Each time the camp population changes, every cabin is inspected for graffiti and/or other damage, including tampering with fire extinguishers. Fines will be levied by informing the responsible Camper and by sending a bill to that person. All bills must be paid before the Camper is allowed to register for a return to camp. \$25.00 will be charged for any writing/carving; any other damage will be billed according to the cost of the repair.

GENERAL PROVISIONS FOR FIRE SAFETY

MN State Statute deems tampering/misuse of fire appliances (including pumps, hoses, and fire extinguishers) is a misdemeanor and is punishable by a \$700 fine and/or incarceration for 90 days to 2 years.

BEHAVIORAL EXPECTATIONS

All participants in any Cathedral of the Pines camping program are expected to:

- Behave in an appropriate manner at all times during their attendance at Cathedral of the Pines
- Follow all age appropriate rules
- Follow all bus rules
- Obey all camp safety rules, including staying within camp boundaries
- Follow the "one bell" rule
- Listen and follow instructions
- Use appropriate language
- Cooperate with other campers and staff without extraordinary staff involvement
- Respect the rights and property of others
- Participate in all activities with their cabin group without individual supervision
- Attend chapel twice daily; behave respectfully in chapel
- Attend all meals
- Attend to their own personal care needs
- For campers who bring medications to camp — ingest all medications when dispensed.

All of the above behavioral expectations will be clearly explained at the beginning of each camper session.

CAMP KITCHEN

The camp kitchen is out of bounds except for authorized kitchen personnel. Snacks will be available periodically at the serving window in the lodge.

The MN Department of Health requires that the following policies be enforced:

"No person other than kitchen personnel shall be permitted to enter the food preparation area." (Kitchen personnel include summer staff, cooks, servers and work staff.) "The kitchen shall be kept clean. Food handling procedures which will minimize the possibility of food contamination shall be practiced."

All kitchen personnel must wear enclosed shoes and socks. Sandals and/or open shoes or clogs of any kind are not allowed. Hair must be pulled back from the face. Medium to long hair must be tied back. Please refer to rules for kitchen personnel posted in lodge kitchen.

WATERFRONT RULES

Camp boats and canoes must be checked in and out on the clipboard in the boathouse.

Every person in a craft must wear a life jacket.

When there is no lifeguard on duty, children must be supervised by a parent at all times.

People who fish must comply with the "Minnesota Boating Guide", a summary of laws and rules printed by the Minnesota Department of Natural Resources. This guide is available for your review at the Koja and the boathouse.

Sauna use is limited to times announced by Pastor in charge.

DATA AND HEALTH FORM

Please read the Data and Health Form carefully. Each form must be filled out completely. The completed Data and Health Form(s) must be turned in upon arrival at Cathedral of the Pines.

If the form(s) are not complete, upon arrival at camp, the member of your family who is responsible for medical costs will be asked to complete a Data and Health Form for each family member at camp. Please be prepared with all necessary information.

This is a requirement for all of our volunteers and retreat participants.

MEDICATIONS

All prescription medication brought to camp must be clearly labeled and in the original containers.

SPECIAL DIET POLICY

Cathedral of the Pines Camp is able to operate cost effectively through the use of volunteer cooks, therefore we cannot provide special meals without advance planning. Please contact the Camp Coordinator as soon as possible to discuss any special dietary needs. We cannot provide vegetarian meals, however fruits, vegetables and grains are available at each meal. The camper will need to choose from what is offered.

PACKING FOR CAMP

Laundry facilities are not available. Please label all items brought to camp.

You will need to bring a sleeping bag, pillow, towels and personal toiletry issues.

Camp terrain is rocky and uneven. Campers are requested to wear proper shoes (not clogs or sandals) at all times, particularly for athletics and hiking.

Be prepared for all types of weather.

CAMP ADDRESS

Address all mail to:

Cathedral of the Pines Camp
Camper's Name
760 Caribou Trail
P.O. Box 159
Lutsen, MN 55612-0159

All coorespondence should be sent by U.S. Mail. Faxes will not be distributed to campers.

PHONE CALLS

Telephones are available in the Rumpus Room for long distance use only with a calling card.

In case of emergency, the Cathedral of the Pines telephone number is 1-218-663-7255. This line is kept open for camp business and emergencies only.

LOST AND FOUND

Items left behind at camp are returned to the church office each week throughout the camping season. Please check at the church office for any items that may have been left at camp. Those items not claimed by September 1 are given to charity.

