



2973 County 45 NW
Hackensack, MN 56452
(218) 675-5646

PROPERTY EXPECTATIONS

We ask that the group leader/organizer shares the following information and policies with their group. It is also the group leader/organizer's responsibility to enforce and follow the information and policies while onsite at Spirit in the Pines. Please remember that we are a community property, and it will be like you are visiting our family's cabin. We love sharing it, but please take good care of it!

AGENDA, ROSTER, CHECK IN/OUT TIMES

We require that every group or family has emailed us a basic agenda and list of attendees. The agenda does not need to be very detailed, but it should include your estimated check-in and check-out times, as well as times for any meals you are having catered.

HEALTH & SAFETY

Spirit in the Pines is a peanut and tree nut free facility.

We ask that shoes/footwear be worn at all times when outside of a Spirit in the Pines building because of the variety of sharp rocks, sticks, and other items that could cause injury, as well as in the Dining Hall.

The following areas/equipment are to be used by camp staff only: golf carts, the lodge kitchen, all roofs, anyone's cabin but your own, and maintenance areas.

It is in your best interest as a group to collect the following medical information prior to your arrival in case of a situation: names and addresses for all participants, emergency contact names and numbers, any known allergies or health concerns, medications taken, and for minors without a parent on site, a signed permission to treat form in case of an emergency. It is also in your best interest to have all staff and volunteers who have access to and responsibility for campers screened with a background check. Medications for your group are to be controlled by a designated group medical person. We request that you as a user group provide an adult with CPR and First Aid certification from a nationally recognized provider for youth groups using Spirit in the Pines.

In case of emergencies, county ambulance services are available to our address. All non-emergency transportation to healthcare facilities for user groups must be arranged within your group and will not be provided by Spirit in the Pines. There are health clinics and pharmacies located nearby. There is an urgent care in Baxter (50 mins) and a clinic in Walker (25 mins).

Groups wanting to use our waterfront do so at their own risk, and we recommend but do not require groups to have a certified lifeguard.



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SUPERVISION OF MINORS

No children (0-11) should be unsupervised on the property at anytime. Any youth (12-17) need to have an adult onsite at all times. Youth Groups are to have adult supervision at all times, ideally an adult/youth ratio of 1:8. Youth and children should not be alone with an adult, if an adult and youth/child need to have a one-on-one conversation please find a public, seen space to have this conversation. This is for both the safety of the adult and the minor.

PERSONAL PROPERTY

We are not responsible for lost personal items. We keep a lost and found bin on site, but those items are donated twice a year. We do not transport or ship items.

VEHICLES

You may bring vehicles to camp and park near your cabin. Please follow the roads, drive on grass minimally, and do not drive through the woods. Be aware that sap falls from the pine trees.

INTERNET & CELL SERVICE

Wi-fi is available in the main lodge with the network and password posted on the wall. Cell service with most providers is decent but can be intermittent.

PETS

We do not allow pets in our camper cabins due to allergies in our camper population nor the main lodge to abide by Minnesota food code. We only allow pets in buildings if you are renting the staff house or the director's cabin, and pets may never roam off-leash on the property.

There is a boarding facility called [Paws & Claws Rescue and Resort](#) in Hackensack if you wish to travel with your pet but cannot have them at camp. Camp families have had great experiences with this facility.

CANDLES

We do not encourage use of candles. If you must have candles, you are required to have them in a sturdy glass container above the height of the flame.



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SMOKING

Smoking is not allowed in any camp buildings or in the woods (because of potential forest fires). Smoking is allowed outside any building in a clear area. Given the fact that there may be multiple groups on site at the same time, we ask that you be discrete if children/youth are present.

INSURANCE

Spirit in the Pines has secondary insurance for accidents through St. Andrew's insurance policies. Individuals' own personal insurance must provide primary coverage. Any organization bringing a group must submit a COI prior to arrival with Spirit in the Pines as an additional insured.

COOPERATION & QUIET HOURS

Each group that comes to Spirit in the Pines is a very special member of the community. Given the fact that there can sometimes be multiple groups/families here on a given weekend, you may be asked to juggle your schedule so that we can provide service/space to all the groups equally. We appreciate your understanding and cooperation.

As a courtesy to our neighbors, and because sound travels so well across the lake and throughout camp at night, we have established a 10:00 P.M. - 7:00 A.M. quiet hour policy. This is also the policy of the Pleasant Lake Association.

STEWARDSHIP

1. Please turn off lights and faucets to conserve electricity and water when not in use.
2. Please do not litter. If you see any trash, please pick it up and discard into a trash can.
3. Please don't graffiti. This includes man-made and natural items. We do not appreciate finding writing on walls, beds, or carvings on trees.
4. Please leave your cabin as clean as you found it.

Thank you for doing your part!



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DINING HALL MEALS

If you are having our camp staff cook meals for you, we request that you show up on time and follow the rules posed in the dining hall. There is a tip box located near the drink station. This is optional and goes directly to the cook staff working your event.

ALCOHOL & CONTROLLED SUBSTANCES

It is forbidden for any guest to either possess or consume alcoholic beverages on camp property without prior approval by the Camp Director. Even with said approval, alcoholic beverages may not be accessible by minors at any time, may never be on boats, nor should consumption interfere with one's ability to supervise minors. Wine used for administering Holy Communion can be brought without prior approval. It is forbidden for any guest to either possess or consume any illegal narcotic or mood-altering drug of any kind.

EMERGENCY PROCEDURES

1. Waterfront
 - Swim at your own risk. We can provide lifeguards for a fee.
 - Lifejackets are required for all ages on all watercraft.
2. Winter
 - The ice may not be as safe to walk on as it appears.
 - Please do not use the frozen lake without consulting Spirit in the Pines staff.
3. Health
 - Emergency 911 and ambulance service is available to our camp address.
 - There are health clinics and pharmacies located nearby. There is an urgent care in Baxter (50 mins) and a M-F clinic in Walker (25 mins).
 - The Nurse's Cabin is not available to groups or families. A first aid kit is available in the main lodge next to the AED.
4. Weather
 - Emergency weather procedures are posted in every building.
 - There are working weather radios in every building.
 - The storm shelter is the utility area of the lower lodge. In a severe weather warning, if it is safe to do so, please proceed here and do not stay in any other area of any building.

IF THERE IS AN EMERGENCY WHICH REQUIRES PROFESSIONAL RESPONSE, DIAL 911 FROM YOUR OWN PHONE OR THE PHONE IN THE MAIN LODGE. EMERGENCY PROCEDURES AND DIRECTIONS ARE POSTED IN EVERY CABIN AND BY THE PHONE IN THE LODGE.



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COMMUNITY COVENANT

These standards are intended to ensure that everyone can enjoy their program to its fullest in a safe and accepting community. They apply equally to all campers, counselors, staff, family campers, and visitors. If a visiting group needs to ask a participant to leave during their stay, the Camp Director should also be informed.

COMMUNITY COVENANT

1. I will participate in all scheduled activities including picking up.
2. I will prioritize physical and emotional safety for all people. I act and speak respectfully, and I won't do dangerous or inappropriate things.
3. I will communicate my needs and concerns right away to a leader, as well as the observed needs and concerns of others.
4. I will follow the camp policies including all areas and buildings being peanut and tree nut free.
5. I will not bring banned substances or weapons including guns, knives, alcohol, tobacco products, fireworks, illegal drugs, or any medications not turned in. (All 3 strikes at once.)
6. I will respect the property and others' property.
7. I know that all buildings and spaces are public, and as such are romantic expression free zones, without any invitations or touch.
8. I understand that public indecency is not permitted, nor is intentional physical violence of any kind. (All 3 strikes at once.)
9. I will not leave the property, or designated program areas, and I will only go in my own sleeping space, and I will stay in my sleeping space after lights out.
10. Anyone under 18 will not use the waterfront without an adult present, and everyone will wear a life jacket on all boats.

INTERVENTION, COMMUNICATION, AND CONFIDENTIALITY:

Any behavior that is not aligned with the items in the community covenant above will be handled with our 3 strike policy. We also call this "three chances to get it right."

Communication will be handled confidentially and thus limited to the Group Leader/Organizer or the Camp Director and the participant and their parents/guardians.

- First Strike: Participant will talk with the Group Leader/Organizer or the Camp Director.
- Second Strike: Parents or other supervisor (for an adult) will be called and informed.
- Third Strike: The participant will be asked to leave with no refund or other compensation.