



MEMORANDUM

To: Unit Leaders Participating in Winter Camp Programs
From: Travis Suttan, Director of Camping & Properties
Subject: Severe Weather Policies for Camp and Properties Closings

The winter season typically raises the question about what is the “Council Policy” for closing camps when severe weather strikes.

Please use the following guidelines:

1. Decisions for official camp closing will be made by the Director of Camping and Properties or the Camp Director.
2. When camps are officially closed, fees will either be transferred to another session within the program or refunded.
3. **If Northern Star Council Camps do not officially close, the Camping Director may approve transferring fees paid by a unit to another weekend or event if the unit leader determines conditions to be unsafe for their unit activity AND if they notify the council office (before camp starts) that they will not be able to attend camp.** Typical reasons for this situation include heavy snowfall, slippery road conditions and extremely cold weather. Requests for fee transfers must be submitted in writing.
4. Most often, we will not close the camps. Weather conditions can vary greatly from the camp location within the Northern Star Council. The proximity of a unit to the camp also makes a difference. It is not our intent, however, to second-guess the judgment of a unit leader. For that reason, we will transfer fees to another program session during the same year when a reasonable request is made in writing.
5. Be aware that programs may be modified based on severe cold weather conditions.
6. Please direct any questions for transfers (in writing) to:
Camping Department, 393 Marshall Avenue, St. Paul, MN 55102. Thank you.

Information and questions regarding current weather conditions for Northern Star Council Winter Camp Programs will be available at 651-254-9134