GUIDELINES FOR ORGANIZING A GATHERING

1. Set the dates:
   a. Best done in person with everyone’s calendars in hand. This can get complicated!

2. Arrange a location:
   a. For weekend-long day walks:
      i. Reconn trip in advance, if needed (recommended unless you or the group already knows the place well).
      ii. Book reservations far enough in advance.
      iii. Bring a copy of the reservation.
   b. For Saturday or Sunday council:
      i. Decide if it will be indoors or outdoors.
      ii. If outdoors, have a back-up plan in case the weather turns nasty.
      iii. Choose a central spot that shares driving.

3. Directions and maps:
   a. As needed, provide the group with directions to the site.
   b. If possible, provide two maps: one to get people to the site, and also a hiking map for the park.

4. Monitor weather:
   a. Adjust plans as needed, and communicate with group.

5. Organize potlucks

6. Plan “agenda”:
   a. Opening/closing poems, songs, rituals.
   b. Special activities as desired.
   c. Themes for the day or weekend.

7. Communicate to group what they need to know in advance:
   a. Opening/closing times.
   b. Themes to think about in advance.
   c. Any contributions to the “agenda” that you’d like to have from them.

8. Provide basics for the ceremony:
   a. Altar cloth, smudge, talking piece.
   b. If a meal to be shared: table (or ground) cloth, plates, flatware.

9. Extra things needed for full weekend day walks:
   a. Emergency kit.
   b. Group kitche.
   c. Large cooler.
   d. If fire is okay: matches, newspaper, firewood.