

Camp Closing Instructions

Preparing camp for winter - Exterior
Items to be stored in living room
<p>Keep a center aisle to the front door clear while storing the following items Sweep off all surfaces of each item before storing, clean table tops</p> <ul style="list-style-type: none"> <input type="checkbox"/> Move living room furniture back to edges to make room <input type="checkbox"/> Take down porch lanterns <ul style="list-style-type: none"> o brush or vacuum cobwebs inside and out o store lanterns on newspapers under the bench in northwest corner <input type="checkbox"/> Sweep off porch tables and place in living room parallel to long dimension <ul style="list-style-type: none"> o picnic table in the middle of the floor east of centerline o green table in the middle west of centerline (in front of fireplace) <input type="checkbox"/> Sweep off porch swings and store one across each end of picnic table, facing inward <input type="checkbox"/> Store canoes upside down across the green table (perpendicular) <input type="checkbox"/> Store Dave's Sailfish on floor in northeast corner <ul style="list-style-type: none"> o secure canvas cover and place on foam blocks o store sails, mast etc, standing in northeast corner <input type="checkbox"/> Sweep off porch furniture before arranging under and around canoes <input type="checkbox"/> Remove garden tools from the back shed and place on swings and across picnic table <input type="checkbox"/> Drain and coil hoses and place on picnic table or canoes <input type="checkbox"/> Store step ladder with canoes on green table <input type="checkbox"/> Stand wheel barrow on end with plastic or cardboard under to protect floor from rust <input type="checkbox"/> Weber grill: wire brush racks, empty drip pan and wash exterior surfaces <ul style="list-style-type: none"> o Store propane tank in boathouse, grill in living room. <input type="checkbox"/> Front wooden step: sweep all surfaces before putting on front porch below front east window <input type="checkbox"/> Sweep off canoe racks and store on front porch by west window.
Winterize Garden
<p>The following would not be enough instructions for me to do it successfully, but this is what Sharon gave me. I'm sure it makes sense to her.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Collect plant containers to take home <input type="checkbox"/> Pull weeds, edge, cut back perennials <ul style="list-style-type: none"> o

Preparing camp for winter – Interior
Search pantry, cleaning supply closet, bathrooms, and laundry closet for items that might freeze or are full enough they might expand and burst (including cleaning fluids). Inventory and box for return in the spring.
Winterize freezer in hall – can be done anytime before water is turned off
<input type="checkbox"/> Remove the food from the hallway freezer and unplug the same freezer. <ul style="list-style-type: none"> <input type="checkbox"/> Place two buckets of hot water in the hallway freezer to help it thaw. <input type="checkbox"/> Frequently sponge up the water on the bottom of the freezer. <input type="checkbox"/> Remove, wash and dry all removable parts. <input type="checkbox"/> Wash interior and exterior surfaces and non-removable racks <input type="checkbox"/> While drying, clean behind and under freezer. <input type="checkbox"/> Replace clean parts, turning drawers & trays upside down. <input type="checkbox"/> Prop doors of freezer open.
Winterize pantry– can be done anytime before water is turned off
Inventory all items stored at camp and all items boxed to be returned in the spring. <input type="checkbox"/> Inventory and pack unopened/mostly unused dry goods in metal containers (pasta, pancake mix, bread crumbs). <input type="checkbox"/> Flour and sugar canisters and spices can be inventoried and left on shelves. <input type="checkbox"/> Remove anything that might freeze; inventory and box for storage and return in spring. <input type="checkbox"/> Inventory and discard anything that is getting old or ready for replacement. <input type="checkbox"/> Inventory all items that can be left, such as oils. Place on plastic trays in case of leaks <input type="checkbox"/> Wipe down shelves with anti-bacterial cleaner. <input type="checkbox"/> Check pans and wash any that are not clean
Pack up bedding, linens– can be done anytime before water is turned off*
Check all bathrooms, bedrooms, drawers and closet shelves. <input type="checkbox"/> <i>At closing, unlabelled linens that appear to be used and unwashed can be laundered or trashed: finder's choice.</i> <input type="checkbox"/> *Collect and launder towels and other linens. * <input type="checkbox"/> Collect bath mats, throw rugs, mattress protectors and pads to wash at a Laundromat. <input type="checkbox"/> Collect unlabelled blankets, fold and place in built-in drawers. <input type="checkbox"/> Collect unlabelled sheets and towels, fold and place in built-in drawers. <input type="checkbox"/> Add mothballs, approximately 8-12 scattered around per drawer. <input type="checkbox"/> Scatter a few mothballs in drawers with bagged linens to discourage nesting.

Winterize beds – do anytime
<ul style="list-style-type: none"> <input type="checkbox"/> Store electric blanket and control in closet in bag provided <input type="checkbox"/> Remove all bedding and vacuum mattress; lift and vacuum box spring <input type="checkbox"/> Flip mattress and vacuum other side <input type="checkbox"/> Place pillows in center of bed <input type="checkbox"/> Put the bedspreads on the beds so they can be tucked in tightly between the mattress and springs all the way around mattress <input type="checkbox"/> Push mothballs under edge of mattress: one at each corner, three more along each side and one at each end (twin) or two at each end (full & queen)
Plastic dust covers (kept in cardboard box in hallway) – do anytime
<ul style="list-style-type: none"> <input type="checkbox"/> Cover living room book cases with large plastic sheets <input type="checkbox"/> Cover with plastic bags <ul style="list-style-type: none"> <i>Do not place plastic bags over lamps controlled by wall switches. Take off and bag shades</i> <ul style="list-style-type: none"> ○ Items on kitchen counters, on top of kitchen cabinets and on top of refrigerator ○ Microwave, toaster, radio, potholder tray, "lazy susan" on table ○ Items on mantles (or cover mantles with smaller plastic sheets) ○ Lamps, knick-knacks, arrangements
Winterize wood stove – do anytime
<ul style="list-style-type: none"> <input type="checkbox"/> Gently remove loose surface rust on outside with a wire brush <input type="checkbox"/> Use wire brush to remove loose creosote deposits on inside door and above fire bricks <input type="checkbox"/> Vacuum stove front & sides, then behind, below and around stove. <input type="checkbox"/> If cold, remove chunks of unburnt wood and start a small fire with paper and kindling to warm stove surface. <input type="checkbox"/> Rub peanut oil into top, side and front surfaces of stove with a low lint cloth rag. Peanut oil is kept on pantry shelf with cooking oils. <input type="checkbox"/> Rub peanut oil into all surfaces of iron kettle and trivet. <input type="checkbox"/> Once cool, clean out ashes and use ash bucket to spread on back drive.
Winterize refrigerator – do immediately before water is turned off
<ul style="list-style-type: none"> <input type="checkbox"/> Turn off the kitchen refrigerator with the temperature inside control knob. <input type="checkbox"/> Remove refrigerator contents: <ul style="list-style-type: none"> ○ Inventory and box non-perishables (beer cans etc) for return in the spring

- Pack perishables and frozen items in cooler/freezer chests, inventory for replacement
- Dispose of "past use-by-date" items
- Remove, wash and dry all removable parts
- Wash interior and exterior surfaces and non-removable racks
- While drying, clean behind and under refrigerator.
- Replace clean parts, turning drawers & trays upside down
- Prop fridge and freezer doors open before leaving