

## Grounds Committee Duties

The grounds committee shall be responsible for getting the grounds ready for the parking committee and for marking the roads leading to the grounds.

This consists of:

- A. Selecting an assistant chairperson.
- B. Arranging for sufficient help to get the grounds staked in the time available.
- C. Mapping the grounds by actual grounds mapping or getting a map from the grounds owner or manager.
- D. Plotting out the sites. If there is room, make the sites in the handicapped area wider for wheelchairs and wheelchair lifts.
- E. Laying out the on ground roads at least 25 feet wide.
- F. Assigning sites to the campers; cooperate with registration. Keep chapters together, if registered on time.
- G. Assigning handicapped campers an area close to the center of main activities, i.e. hospitality.
- \*\*H. ASSIGNING THE LATE REGISTRANTS AND DRIVE-INS TO THE MORE REMOTE AREAS OF THE GROUNDS (OVER-FLOW). These campers should be farther away from activities than those who registered on time.
- I. Working with the commercial committee in laying out commercial sites.
- J. Marking the on ground roads by a means that will aid the incoming units to find their area with a minimum of assistance from the parking committee.
- K. Marking the off grounds routes to the grounds with signs that can be readily spotted, day and night time. REMEMBER, units usually arrive at a city from all four (4) directions. If roads allow, provide for this. If the State Highway Dept has marked the route to the fairgrounds and that is your grounds, indicate in the mail-back packet to follow the State Highway signs to the fairgrounds.
- L. Removing all off grounds signs Saturday afternoon.
- M. Removing all on grounds stakes and signs Sunday.
- N. Within fifteen (15) days turn over to campout secretary a written report of the activities of the committee that would be of interest to a future committee.
- O. Within fifteen (15) days turn over to the campout treasurer a financial report, in approved MSA format of the committee's activities.

Tips on size of sign letters needed:

Letters 1/4 inches high can be read effectively at 8 feet.

Letters 1/2 inches high can be read effectively at 16 feet.

Letters 1 inch high can be read effectively at 32 feet.

Letters 2 inches high can be read effectively at 64 feet.

Letters 4 inches high can be read effectively at 128 feet.