

CHORES FOR ACBA MEMBERS FOR 2024

For the big tent, the guiding principle is **“If you have equipment over it you need to clean under it.”** Areas to sweep and clean in the big tent are as follows:

	Bay1	Bay 2	Bay 3	Bay 4
Sculling Racks	CRC/Gonzaga	CRC	CRC	CRC
Front	DCSRC	CRC	Gonzaga/CRC	NCAWPA
Back	DCSRC	BI	Gonzaga/AU	WHS

	April	May	June	July	August	Sept.	Oct.	Nov.
WHS	Parking Lot	Locker	Erg Room	Bathrooms	Bioswale	-	-	-
CRC JRs	Lockers	Bathrooms	Parking Lot	-	-	1)Bioswale 2) Plaza	1) Plaza 2) Trash	1) Trash 2)Parking Lot
BI	Plaza	Trash	-	-	-	Parking Lot	Parking Lot	Plaza
ZAGA	Bathrooms	Plaza	-	-		Locker	Bioswale	Bathrooms
CRC Masters	1) Docks 2)trash	Docks	1)Docks 2) Plaza 3) Bathroom	1) Docks 2) Trash 3) Erg Room	1) Docks 2)Locker 3)Parking Lot	Docks	Docks	Docks
DC Strokes	Erg Room	Bioswale	Trash	1)Plaza 2)Bioswale	1)Bathrooms 2)Erg Room	Erg Room	Locker	Bioswale
NCAWPA	Bioswale	Parking Lot	1)Bioswale 2)Locker	1)Locker 2) Parking Lot	1) Trash 2)Plaza	Bathrooms	Erg Room	Locker
American	Lockers	Erg Room	-	-	-	Trash	Bathrooms	Erg Room

Dock Clearing – Sweep bird poop off the dock as needed; pick up equipment/water bottles/trash left on the dock and put it in the boathouse/lost and found/trash can as needed;

Trash — Empty trash cans into dumpster on or before **MONDAY**.

Parking lot — Keep the parking lot free of trash. Rowers, Paddlers, Coxswains should clear it out once a week at minimum. Return lost items to lost and found

Bioswale – Keep the bioswale free of trash. The Bioswale is the involved part of this job, it fills with trash when the tide is high. Rowers, Paddlers, Coxswains should clear it out once a week at minimum.

Plaza – Keep the plaza free of trash. Rowers, Paddlers, Coxswains should clear it out at least every other day. Return lost items to lost and found.

Locker room -- Pick up trash and place in trash bin. Empty trash bin when full. Take things to the lost and found, sweep the floors as needed.

Erg Room – Pick up trash/abandoned items and place in trash bins. Empty trash bins in dumpster when full. Sweep the floors. Organize the lost and found bin and distribute items easily identified to appropriate teams.

Bathrooms – The bathroom, shower and changing/locker trailers are *professionally cleaned* once a week from late March to October. Clubs assigned to bathroom/shower duty will be responsible for straightening the bathrooms/showers as needed. This will involve putting trash in the trash cans, replacing the trash bags when needed, keeping the toilet paper on the holders in the stalls and wiping off the countertop when necessary. Trash bags, and towels are stored under the sinks in each bathroom and toilet paper is in the cabinet in the Accessible bathroom. Additional supplies are stored in the ACBA cage in the small building.

For special events at the boathouse such as clinics or regattas, the *sponsoring organization* is responsible for cleaning and stocking the bathrooms prior to the event and restocking afterwards, collecting trash and recyclables after the event, and generally doing any tidying of the boathouse, storage building, docks and grounds as needed.

After Regattas, the sponsoring organization must clean the bathrooms, including:

- Clean toilets and sinks
- Sweep and mop the floor
- Purchase a supply of soap, paper towels, and toilet paper and restock.
- Empty the trash. Replacement trash bags are kept in the cabinets and with the cleaning supplies in the cabinet in the handicapped bathroom