



Saints Grove Campground

Campers Manual

408 N. West Point Rd.
Glencoe, OK 74032
(816) 216-9125

saintsgrove@gmail.com
www.saintsgrove.org

OWNED AND OPERATED BY:



Community of Christ

Oklahoma
Mission Center

WELCOME

Greetings to all who use or are considering the use of Saints Grove Campground. These facilities are owned and operated by the Community of Christ Church, with International Headquarters in Independence, Missouri. Direct control of operation is the responsibility of the Oklahoma Campground Association (O.C.A.) The grounds are located in Payne County, Oklahoma approximately eleven miles east of Stillwater and 3/4 mile north of state Highway 51.

These grounds have come into being through the labor and love of many people who have devoted time, talent, and resources to build a facility that will provide a desirable setting for congregating people in the natural environment of the great out-of-doors. SAINTS GROVE is dedicated to the needs of people who desire to play, rest, and share in a place that is apart from the busy world and is conducive to worshipping God in the freshness and beauty of nature. To ensure that the grounds provide these needs, certain policies and standards have been established. Your cooperation and compliance with these camp regulations will make this possible.

FACILITIES

Saints Grove Campground is located approximately eleven miles east of Stillwater and 3/4 mile north of State Highway 51. Forests cover much of its 160 acres, and a winding spring fed stream runs through the property.

Montague Hall is heated and air conditioned and houses the dining room, kitchen, office, and assembly hall. The assembly hall has a large wood burning fireplace at one end and can easily accommodate assemblies of 250 people.

There is an activity center for indoor sports and large assemblies up to 500 people. There is a nursery with a fenced playground area. Also on the grounds are two additional playground areas. There are three heated and air-conditioned classroom facilities. There is a hiking trail that will bring everyone closer to nature.

There is a 30' x 75' swimming pool close to the main bath house with private toilets, showers, and dressing compartments.

The housing facilities are very comfortable with heat and air conditioning in every room. Montague House has 24 rooms with private baths, each room having 4 beds. There is a dormer building with 6 rooms, each room having 6 beds, and another dormer building with 8 rooms, each having 8 beds. Each dormer building has storage and clothes hanging space, and is located close to the main bath house.

There are 18 drive-through trailer spaces with water, electricity, and sewer hook-ups. There are also additional shady camping spots with only electricity to accommodate additional trailers, tents, etc.

Several permanent campfire sites have been selected. Each site is stocked with material for building fires.

SAINTS GROVE GENERAL POLICIES

- SMOKING,
ALCOHOLIC
BEVERAGES,
DRUGS:** Use of these is not allowed on the campground.
- CONDUCT:** Christ-like behavior is the rule of conduct at all times.
- PETS:** None will be allowed on the grounds at any time. The Americans with Disabilities Act (ADA) requires us to modify our "no pets" policy to allow the use of a service animal by a person with a disability. Service animals are defined as dogs that are individually trained to do work or perform tasks for people with disabilities. The work or task a dog has been trained to provide must be directly related to the person's disability. Dogs whose sole function is to provide comfort or emotional support do not qualify as service animals under the ADA.
- PARKING:** All vehicles are to be parked in the designated parking areas, except for unloading and loading. No parking in driveway or beside buildings.
- BEDDING,
TOWELS,
TOILETRIES:** Each camper is to furnish own.
- COMMODOES:** Flush only toilet paper. Other kinds of paper, cloth, or sanitary napkins will plug the drain. Disposal containers are provided for these.
- WOODLANDS:** No fires are permitted at any time except as covered in the paragraph on campfires.
- Trash is to be disposed of only in containers conveniently located and provided for this purpose.
- Trees and shrubbery are not to be cut or defaced, nor are they to be moved or removed.
- The ground is not to be disturbed by digging ditches or holes or removing top soil and sod.
- Hunting is NOT permitted in order to preserve wildlife on the campgrounds.
- BUILDINGS:** Broken windows and other damage will be repaired

and charged to the proper parties, when this can be determined. When not, the charges will be made to the activity using the grounds at the time the damage is done. All cases will be reconciled by the Camp Director and Campground staff and charges assessed on the Computation of Fees form. Buildings not in use during camps will be locked.

- EQUIPMENT:** Such as tables and chairs are to remain in locations where they have been distributed unless special permission for temporary relocation is secured from the campground staff. When moved, they are to be returned to the original location at an agreed upon time.
- TRAILER COURT:** Eighteen spots with complete hook-ups are available and there are additional spots with electricity only. Each camp director should assign a responsible person to take charge of controlled parking and the assigning of spots. Vehicles are to be parked in the designated parking areas, so as not to interfere with the drive-through feature of each location. Place sewer hose in sewer connection only deep enough to prevent spillage. If inserted too far it will block the main sewer line, causing back-up of raw sewage.
- TENTING:** There are many camping spots in wooded areas suitable for setting up tents. Electricity is available in a number of locations.
- OPEN FIRES:** No open fires are permitted for either cooking or comfort at any time.
- Electric heaters, air conditioners, fans, etc. are permitted unless main electric lines become overloaded. Certain restrictions will be imposed at the discretion of the Campground Manager.
- CAMPFIRES:** Several permanent campfire sites have been selected. Each site is stocked with material for building fires. All trees and bushes are to be undisturbed. Use of gasoline for lighting fluid is forbidden. Never leave campfires unattended or build fires in any location except the designated sites.

SAINTS GROVE RENTAL INFORMATION

Saints Grove Campground is available to groups and organizations who wish to use the grounds for purposes that are in harmony with the standards to which these grounds have been consecrated. A fee structure is set each year by the Oklahoma Campground Association Board. Certain weeks every year are reserved for Community of Christ functions. There are, however, many choice weeks and week-ends available throughout the year.

Application for reservation for Saints Grove is to be made as far in advance as possible. An application form is to be completed by the camp director and mailed along with an advance user deposit to the following address:

**Saints Grove Campground
408 N. West Point Road
Glencoe, OK 74032**

A confirmation form will be returned to the applicant.

Deposit refunds, in the event of cancellation, are made as follows:

Days prior to reserve date	Amount
30 days or less	\$0
31-90 days	\$125
91 days or more	\$250

INSURANCE

COMMUNITY OF CHRIST

ACTIVITIES: Accident Insurance is provided for Community of Christ activities. This is a "secondary" accident/sickness policy which applies after a person's own primary coverage has been utilized.

NON-COMMUNITY OF CHRIST

RENTERS: Non-Community of Christ renters must furnish proof of \$1,000,000 liability insurance covering their camps, or have a signed Hold Harmless Clause for each camper relieving Saints Grove of any and all responsibility. Parents must sign the hold harmless clause for all underage children.

FEES

Campground fees will be \$25 for non Community of Christ camps and \$22 for Community of Christ camps per person per day for use of the grounds. There is a \$1000 per day minimum charge. Each camp must have a minimum of 40 campers or pay for 40.

CHILDREN: All under 2 years of age are excluded from daily ground use fee. Those children 2 years and older will be calculated at the full rates.

REGULATIONS FOR CAMPS

Camp Arrival and Check-out Times

Arrival Time	2:00 P.M. or an agreed upon time
Check-out Time	12:00 Noon or an agreed upon time

These times must be faithfully adhered to in order to prevent an overlap of activities and to allow time for preparation of facilities between camps. Any variation from the stated times must have prior approval from the Campground Manager.

CAMP DIRECTOR

A camp director is to be appointed for each camp. This person will be responsible for the total operations of this camp, and personally accountable for all financial arrangements, camp conduct, and for the safety and well being of the campers and staff.

The camp director is to coordinate all functions for the camp, make application for the reservation, and be the one who receives the confirmation. The director is to be familiar with all the camp facilities. Upon arrival, the first priority is to meet with the campground manager.

Directors need to arrive before campers will be permitted to move in.

The director will work with the campground staff to ensure that the camp complies with all general camp policies. When there is need for facility repair or replacement, the director **ONLY** is to contact the campground staff.

JANITORIAL DUTIES AND SUPPLIES

CLEANING RESTROOMS: Restrooms are to be cleaned every day. How they are to be cleaned will be determined by the camp director.

PAPER GOODS/TRASH BAGS: Paper Goods and Trash Bags: An adequate supply is to be maintained wherever needed

throughout the campgrounds.

- TRASH DISPOSAL:** Remove all trash from disposal containers to the dumpsters.
- EXTRA HELP SUPERVISION:** The janitorial duties for camps will require the assistance of campers. This will be assigned by camp directors. Including time for chores in your schedule will make the clean-up much easier at the end of camp. Volunteer help will be needed for set-up and clean-up for each meal. Please assign a person to coordinate this. The campground does not furnish people to clean up after you.
- KITCHEN:** We have a fully-equipped kitchen for your use. Each camp must be responsible for finding their own cooks and supervising the kitchen according to the rules of the State Department of Health.
- GROUND-KEEPING:** Every camper is asked to place trash in containers provided and assume the responsibility of eliminating litter by voluntarily picking up trash whenever it is seen.
- BREAKAGE/REPAIRS:** Campers are to report any breakage of facilities or equipment to the camp director. They are not to attempt repairs or replacement themselves. The camp director will notify the campground staff who will arrange for the proper action.
- CONSERVATION:** All campers and staff are to encourage conservation of electricity, gas, and water by turning off lights not in use, turning faucets off, etc.

SWIMMING POOL

Any group using the swimming pool is responsible for providing their own certified lifeguards and maintaining a safe environment. The Saints Grove Pool Manager is responsible for the operation and maintenance of the pool. The camp director and lifeguard(s) must check in with the campground manager or the pool manager before the pool will be opened for any activities. Saints Grove is not responsible for accidents and each group will swim at their own risk.

CLEAN-UP AND CHECK-OUT

The camp director is responsible for signing the Computation of Fees Report. This report is to be approved by the camp director and the Campground Manager at the end of camp. It must be returned to Saints Grove along with payment. Payment is to be received no later than 30 days after the end of the activity.

All areas that you used must be cleaned according to the procedures posted in each area. Each director must assign a person to ensure the clean-up chores are accomplished prior to check-out. The camp should be ready for the next group before you leave. If you moved or rearranged any furniture, you must return everything to original location.

If you have any questions please call:

816-216-9125 or

Email: saintsgrove@gmail.com

OUR MISSION:

To proclaim Jesus Christ and promote communities of JOY, HOPE, LOVE, and PEACE.