

Planning Information for Chapter 2011

(Please print this document and keep for future reference. We will mail you a chapter registration form in early May. If you have been excused from attending chapter, please disregard this information.)

Arrival: Friars are asked to arrive at St. Xavier University between 3 and 5:00 pm on Monday, 6 June. Registration will take place at the residence halls where you will pick up chapter materials and your dorm/room keys. Dinner will be available from 5-6:30 pm.

Arrival by plane: If you are arriving by plane, transportation will be available from Midway Airport on Monday, and to the airport on Friday. You should indicate your flight information on the registration form (which will be sent to you in May).

Arrival by charter bus: A charter bus will be available for friars in Wisconsin (stops in Appleton, Mt. Calvary and Milwaukee). The exact time for bus stops will be published later in May. There will be *no charter bus from Michigan*.

Arrival by car: Friars who are driving are encouraged to car pool with other friars to minimize our "carbon footprint." Various on-line websites (e.g., Google Maps, Yahoo Maps, MapQuest) directions, and GPS devices can provide excellent driving directions. The campus address is: 3700 W. 103rd St., Chicago 60655. **Parking:** Driving EAST on 103rd Street, turn LEFT on Central Park and take the 2nd entrance on the left into the parking lot. This parking area is adjacent to the residence halls where registration will be taking place. There will be signage for parking *specifically posted* for our event.

Amenities: The university residence halls do not provide the same amenities as a hotel, so you may want to bring along specific personal items (*a CVS Pharmacy is within walking distance*).

✓ Pillows, linens, towels, soap, and one blanket *will be provided*; please note, however, that the blanket is not substantial, and you may want to bring along one of your own. There are also no hangers in the closets.

✓ There are no reading lamps in the bedrooms, so you may want to bring a small lamp if you like to read in bed. There are also no clocks in the rooms.

✓ Coffee will be available in the dining room (main building) at 6:30 each morning. If you are an earlier riser, you may want to bring your own coffee maker. Each residence hall suite includes a small kitchenette with a microwave and refrigerator. Breakfast is available from 7:15-8:15 each morning.

Keys: Upon registration, each friar will receive a “key card”. Your key card should be kept on your person at all times. **Important: Lost key cards result in a \$150.00 replacement fee.** The reason is that your key card opens the front door of the residence hall as well as your specific suite. If a key card is lost, all the key cards for that particular residence hall need to be reprogrammed.

Internet Access: There is Wi-Fi Internet access available in the lobby of each of the residence halls; however, if you wish to use the Internet in your room, you will need to bring an ethernet cable with you to hook into the high-speed cable network.

Smoke-free buildings: Smoking is prohibited in any building on campus. You may, however, smoke outside on the campus.

Meals: All meals include options for individuals who are diabetic. If you are vegetarian, you should indicate this — or any other meal requirement — on the registration form which you will receive in May.

Alcohol restriction: You are not allowed to bring alcoholic beverages onto the campus. During our social/recreation times each evening, a bar service will be available.

Shuttle service: For those of you who find it difficult to walk long distances, shuttles will be available to take you from the residence halls to the main buildings at specific times each day/evening. Our chapter planning has specifically addressed the concern regarding the amount of walking between sessions during the 2008 chapter. Small groups will be meeting in the same building in which our plenary sessions will take place.

Recreational facilities: The university allows you to utilize its recreational facilities during specific times each day/evening. More specific information will be included in your chapter materials.

Medical Information: Mary Hague will be attending the chapter. She asks that each friar bring along a list of any medications they are currently taking so that this information is readily available in case of an emergency.

Departure: The chapter officially ends with lunch at Noon on Friday, 10 June.

If you have specific questions which are not addressed above, please contact Capuchin Communications (414.803.4449; flauman@thecapuchins.org) and we will address whatever concerns you may have.