

Heartwood Orientation Checklist

11/13/23

ST - General Intro (OC)	ST - Getting Involved (OC)	ST - Pets (OC)
ST - Tour (OC) workshop & Bodega Boardroom & Sports Swap yurt hot tub mailroom tennis, pickleball, & basketball court Village Green greenhouse community compost bins trash and recycling	teams orientation work expectations (25+ hours / qtr) meetings orientation normal schedule, subject to change Community Mtgs: 1st & 3rd Mon Meetings of the Heart: 2nd Mon work parties: 3rd Sat activities, parties	new & guest dogs Ag & Pet Ownership Agreement Pet Expectations Guidelines no dogs on terrace during meals poop patrol
ST - Getting Around (OC) roads trails parking and cars carts	ST - Kids & Teens (OC) freedom & responsibility common spaces communication check-in teen expectations (work, meals)	Greenhouse (Greenhouse Team) orientation to greenhouse
ST - Taco Tuesday (OC) Tuesdays at 5:30pm taco theme potluck bring your own dishes	ST - Private Enterprises (OC) Core Identity Agreement farm (no dogs; gates) livestock Hen Palace (chicken group)	ST - Common Facilities (CFT) two kinds of water potable (well) irrigation water conservation water metering readings septic Common Facilities Orientation
ST - Common Meals (OC) Wed at 6:30pm bells ring about 6:20 & 6:30 food allergies / preferences sign-up on Mosaic adults (~13yr+): \$7.00 kids: \$3.50 guests vs. visitors Mimi posts asking for volunteers cook: post menu 3 days ahead collect meal fees from visitors input Common Meal Reimbursement on Mosaic clean-up bus your own dishes clean up after your kids (tables and floor) posted guidelines circling up	ST - Common House (OC) kitchen borrowing goods donations guest rooms reservations: Mosaic cost: \$50/night donation (unless guests of members) keys location bathroom bbq grills clean after using open / close valve laundry (hours 9a - 9p when guests) clothesline report costs on Mosaic etiquette exercise room adult supervision of kids 16 and younger don't touch thermostats hearth room bulletin boards rec room store solar food dehydrator kids <10 need adult supervision	Finances (Finance Team) HOA dues auto-payment on about the 15th late fees Mosaic Financial Orientation
ST - Potluck (OC) normal schedule, subject to change Potluck: Fridays at 6:30pm (7:00 during the summer) BYOB or beverage to share appetizers to share - optional everyone cleans up afterwards	ST - Abbreviated Orientation for Short-Term Residents (<90 days) OC = Orientation Coordinator first week after move-in priorities (OC) first week after move-in priorities, if applicable (OC)	Process (P&C Team) email chat guidelines consensus philosophy agreements, guidelines, resources Interpersonal Agreements decision making Heartwood website resources How to Do Cool Projects at HW
		Communication (OC) phone list online calendar when the common house bell rings
		Rough Timing OC priorities in 1st week other OC areas in 1st month GH, CFT in 2nd month P&C, Finance in 3rd month
		Common House Wifi PW: snowshoe