

FROM [Volunteer Services Lead]
TO [Volunteer Services Lead]
Cc [Park Supervisor]; [Park Manager]
DATE February 11, 2025, 4:52 PM PT
SUBJECT **RE: Honeyman State Park Hosting for February 2025**
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Hello,

I hope everyone's February has been good so far. I wanted to give you all an update on when the Safety meeting will be held for February. We will be holding our monthly Safety Meeting at 11 am on the 21st at the Main Shop Yard. If you have a golf cart we ask that you bring it with you to the meeting so that we can do some quick maintenance on them such as checking the battery fluid levels. If you are working the AM Welcome Center shift on that day then we will need to keep the Welcome Center open during this time. The Safety Meeting minutes will be posted in the Welcome Center for anyone who was not able to attend the meeting and will need to be read through and then have your name signed on the sheet that you have read and understand the topic that was discussed.

In an unrelated note, I wanted to bring up another matter. Park staff recently noticed that in our E/D loop restroom facility there were a couple things that went missing last week. The items in question were a battery for the leaf blower, battery charger, Hot Water Boiling Kettle, and its Heating unit. If anyone ended up grabbing those, we ask that they be put back in the restroom facility. Just so everyone is aware, we try to keep the [Park staff] Blower, Battery, Charger, and Boiling pot inside the pipe chase for the restroom facilities. We have extra batteries and blowers in the main shop building if you are looking for tools to use throughout your day. This message is not to accuse anyone, I just wanted to let everyone know what our procedures are for the tools in the restroom buildings.

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