

# Winter/Spring Youth Conference Commonly Asked Questions

## Reservation Questions and Answers

### 1. What does Aspen Grove provide as part of the Youth Conference?

For a one-night youth conference, Aspen Grove will provide:

- Three meals (Friday dinner, Saturday breakfast and lunch)
- One conference room with chairs set up theater style for the number of youth and adult participants for two days
- Lodging for one night (youth and leaders bring sleeping bags, pillows and towels)
- Game room in the Huish Activity Center
- Seasonal recreational activities such as cross-country skiing or snowshoeing in the winter or badminton and tennis in the spring (weather permitting)

For a two-night youth conference, Aspen Grove will provide:

- Five meals (1<sup>st</sup> night dinner, 2<sup>nd</sup> day breakfast, lunch and dinner, and 3<sup>rd</sup> day breakfast)
- One conference room with chairs set up theater style for the number of youth and adult participants for three days
- Lodging for two nights (youth and leaders bring sleeping bags, pillows and towels)
- Game room in the Huish Activity Center
- Seasonal recreational activities such as cross-country skiing or snowshoeing in the winter or badminton and tennis in the spring (weather permitting)

### 2. Will there be other conferences at Aspen Grove at the same time?

Yes, Aspen Grove is large enough to accommodate multiple wards and stakes at the same time. Meals will be with other wards or stakes in the dining hall.

### 3. What is my ward or stake responsible for?

Each ward and stake is responsible for their own conference program which includes speakers, activities or service projects. Aspen Grove will provide a large room for a dance (shared room with other wards or stakes), but does not provide the DJ, sound system or music. Wards and stakes coming the same weekend must coordinate with each other to schedule a DJ that provides their own music and sound system (amplifier and speakers).

### 4. What is the \$500 non-refundable deposit?

This deposit is due when you make a reservation and holds your reservation until your final payment which is due two weeks prior to your event. The \$500 will be applied to the balance payment for your conference. It is different than the damage deposit.

5. What is the damage deposit?  
The damage deposit is \$100 per ward or \$300 per stake. This is charged to your total bill and refunded after your event, based on a damage assessment of the facilities used during your stay at Aspen Grove.
  
6. When is the final guaranteed headcount due? What if more people come or less people come?  
A **number guarantee** for your youth conference needs to be given **two weeks prior to your event**. Any changes to the guaranteed count within one week of the function are subject to an additional 30% service fee. Final payment will be calculated on the actual headcount or guaranteed number, whichever is greater.
  
7. Is the price for youth and adults the same?  
Yes, the price is the same. Both youth and leaders should be included in your final guaranteed headcount.
  
8. How do I make a reservation?  
You can make a reservation by calling our office at (801) 225-9554. You will be required to give the following information:
  - Contact information including name, phone number, address, e-mail address.
  - A secondary e-mail address. This could be another member of the bishopric, YM or YW presidency.
  - An estimated head count (including leaders).
  - Register for a ski/snowshoe time if you are registering for a winter youth conference.
  - Have a credit card number ready to make the \$500 deposit.
  
9. I just booked my ward's youth conference what do I do now?  
To view a timeline for planning and preparing for your youth conference, please visit the following link on our website:  
<http://aspen.byu.edu/PDF/yc/Winter%20Youth%20Conference%20Timeline.pdf>

## Planning Questions and Answers

10. Is there an orientation meeting for youth conferences?  
Aspen Grove will host a youth conference information meeting on **December 5, 2009** where additional information and a tour of the facility will be given. This is a great time to meet and collaborate with the other wards and stakes that will be attending with you. You will be notified of a specific meeting time.
  
11. Can we tour the facility in advance?  
Yes, you may arrange a tour with our office by calling (801) 225-9554.

12. Is there a planning guide?

Yes, a youth conference planning guide is available on our website.

<http://aspen.byu.edu/conferences/winteryc.cfm>

13. Is there a sample schedule of a youth conference?

Yes, sample schedules can be found on our website at the following link:

<http://aspen.byu.edu/conferences/winteryc.cfm>

14. What is the difference between a summer youth conference and a winter youth conference?

Summer youth conferences are limited to a few dates at the end of May or beginning of June due to the Family Camp program that runs from the beginning of June to the end of August. Summer youth conferences are a two-night conference with lodging in rustic cabins and a scheduled activity called Aspen Follies where wards compete in relay games. Outdoor sports activities such as basketball, tennis or badminton are available. Winter youth conferences are mostly one-night youth conferences scheduled most weekends from January to March. Accommodations are in either the Beckham lodge, Aspen lodge or a Family lodge. Cross-country skiing and snowshoeing is the scheduled activity. Spring youth conferences held during late March through the first part of May will have access to outdoor sports equipment depending on the weather.

15. What should participants pack to attend youth conference?

- Camera
- Flashlight and batteries
- Gloves, hat and a warm coat for cross-country skiing or snowshoeing
- Pencil and notebook
- Pillow
- Scriptures
- Sleeping bag
- Toothbrush, toothpaste, soap, and shampoo
- Towel

*\*It is also recommended that each participant be told in advance to leave at home laptops and all other electronic devices that will prevent the youth from fully participating in the youth conference programs.*

Are there maps available?

Yes, the following links are directions to Aspen Grove and a map of Aspen Grove.

- Map to Aspen Grove: <http://aspen.byu.edu/Maps/maps.cfm>
- Map of Aspen Grove: <http://aspen.byu.edu/Maps/camp.cfm>

## Lodging Questions and Answers

16. What are the sleeping arrangements for lodging?

Aspen Grove will assign lodging for each ward and will notify you in advance. Available accommodations include Beckham Lodge, Aspen Lodge and Family lodges. View pictures, floor plans and descriptions at the following link: <http://aspen.byu.edu/summer/accommodations.cfm> Beds will include: queen beds (two participants each in their sleeping bag), twin beds and sleeping floor mats. Youth and leaders need to provide their own bedding and towels. Leaders and youth stay in separate rooms. Room assignments are made after the final headcount is given. Accommodations reflect the size of the ward and stake. Family lodges will be assigned to one gender and may be subdivided into sections for multiple wards of the same gender.

17. When will the lodging assignments be given?

After the final guaranteed headcount is submitted to the Aspen Grove office you will receive your lodging assignment.

18. Can we request lodging rooms?

You are welcome to submit a request to our office. However, requests cannot be guaranteed because lodging assignments are made based upon the size of your group and the other groups attending.

19. Where do bishopric members stay?

Bishopric members will stay in lodging that is assigned to the ward.

20. When do we check out of the lodging?

There will be an Aspen Grove manager on-call during your conference who will check you out of the lodging after 12:00 noon for a one-night youth conference and after 9:00 am for a two-night youth conference. This time only applies to checking out of the sleeping rooms. The youth conference will continue on until 4:30 pm.

## Conference Room Questions and Answers

21. What is the conference room set-up?

Each ward or stake will be assigned one room which will be set up in theater style with chairs. Conferences with a hundred or more people will have a podium and microphone.

22. Are additional breakout rooms available?

Generally Aspen Grove is not able to provide breakout rooms because of the limited rooms available.

23. When will the conference room assignments be given?

After all of the schedules are turned in from participating wards and stakes at the two week deadline each ward or stake will receive their conference room assignment.

24. Can we request conference rooms?

You are welcome to submit a request to our office. However, requests cannot be guaranteed because conference room assignments are made based upon the size of your group and the other groups attending.

25. Are there pianos and hymn books available?

Pianos are in the following rooms: Timpanogos B, Aspen room, Fir room, and the Huish Activity Center. A small stack of hymn books will be available upon request for each youth conference.

26. What audio/visual equipment is available to rent?

Basic microphones and podiums are set up at no charge for a group over one hundred. You may request A/V equipment for an additional fee. Please notify our office no later than two weeks prior to your event. *Prices are on a per day basis. Quantities are limited; please reserve your audio/visual needs as soon as possible.*

- A/V attached to house sound -\$25.00
- A/V Cart - \$5.00
- CD player - \$12.00
- Chalkboard - \$12.00
- Data projector - \$30.00
- Easel - \$5.00
- Karaoke - \$50.00
- Large screen TV/VCR/ DVD in the Huish, Aspen room, Pine room and Timpanogos A - No charge
- Lapel microphone \$10.00
- Laptop - \$30.00
- Notepad - \$15.00
- Overhead projector - \$10.00
- Screen 6x6 - \$10.00
- Screen 8x8 - \$15.00
- Slide projector - \$12.00
- T1 connection - \$30.00
- Table – 6-foot - \$2.00
- TV - 20 inch - \$20.00
- VCR/DVD player - \$15.00 (All movies must follow BYU standards)
- Whiteboard - \$10.00
- Wireless hub - \$25.00
- Wireless microphone \$10.00
- Wireless remote -\$15.00

27. Can we bring our own audio/visual equipment?

Yes, you are welcome to bring your own A/V equipment.

## Food Service Questions and Answers

28. Who chooses the menu and the meal time?

Aspen Grove will select the menu and set the meal time. If you have questions regarding the menu for your youth conference, please contact our office. (801) 225-9554

29. Can refreshments be purchased?

Yes, refreshments can be purchased. To request refreshments, please call our office no later than two weeks prior to your event. The following refreshments are available:

- Assorted cake donuts - \$7.89 /dzn.
- Assorted gourmet cookies –\$5.89/dzn.
- Brownies - \$25.00/half sheet—50 cut (chocolate, mint, or nut)
- Glazed donuts - \$6.29/dzn.
- Hot chocolate (regular or mint) - \$6.99/gal. \*Not allowed in the meeting rooms
- Ice cream bars (Chocolate covered vanilla, Toffee, Fudge, Orange cream) – \$.55 each
- Lemonade - \$3.89/gal.
- Cups (paper or foam) - \$5.00 roll of 100 ct.
- Napkins - \$5.00/100 ct.

\*Prices subject to change

30. Can we bring our own refreshments?

Groups are not permitted to bring their own food or beverage into any meeting facility at Aspen Grove.

31. Meal prices for adult guest speakers?

\$7 for breakfast, \$10 for lunch or dinner

## Activities Questions and Answers

32. What is the organized activity that Aspen Grove provides?

For winter youth conferences, the activity is either skiing or snowshoeing. Wards and stakes are encouraged to divide their group so some participate in skiing while others participate in snowshoeing. Individuals must choose to either ski or snowshoe. For spring youth conferences there are various activities available in camp such as basketball, volleyball, badminton, and mini-golf. (Weather permitting)

33. Are trail guides available for skiing or snowshoeing?

Aspen Grove does not provide trail guides. Leaders will be given a trail map and instructions from our staff so they can accompany youth on the trails.

34. When do we cross-country ski or snowshoe?

Cross-country skiing or snowshoeing is available in four time slots on Saturday for the one-night youth conference and on Friday for the two-night youth conference. The time slots are as follows: 8:30-10:15am, 10:30-12:15pm, 12:30-2:15pm, and 2:30-4:15pm.

Each ward is responsible to sign up for their ski or snowshoeing times when they make their reservation. Slots are available on a first-come-first-served basis.

35. When are ski forms turned in?

Upon arriving at Aspen Grove leaders need to check in at our office to get a ski form that youth and leaders read and sign as an agreement and an assumption of risk. These forms are turned in to the ski shop at the assigned ski time.

36. Is sledding available?

A sledding hill is available. Youth conference participants need to furnish their own sleds. **No snowboarding is allowed on Aspen Grove property.** Please tell your youth to leave their snowboards at home.

37. What types of games are in the Huish Activity Center for free time?

The Huish Activity Center includes three pool tables, two Ping Pong tables, two air hockey tables, and two foosball tables.

38. What if we want to hold a dance?

Aspen Grove will provide one large room for a combined dance with other wards and stakes, but does not provide the DJ, sound system or music. Wards and stakes coming the same weekend must coordinate with each other to schedule a DJ to come that provides their own music and sound system (amplifier and speakers).

39. How do I contact other wards or stakes to join with them for a dance or a fireside?

The meeting on **December 5<sup>th</sup>** is an excellent way to contact the other wards or stakes. If further assistance and information is needed, please contact the Aspen Grove office at (801) 225-9554.

## The Day of the Event Questions and Answers

40. How much parking is available?

Aspen Grove has sufficient parking to accommodate all of our guests. However, carpooling is always encouraged.

41. When is check-in and check-out?

The check-in time for both a one-night and a two-night youth conference is 4:00 pm. Check-out for a one-night youth conference is 4:30 pm and for a two -night youth conference it is 12:00 noon.

42. What do we do when we first arrive at Aspen Grove?

A representative from each ward or stake should come to the office to check in. Please provide the office the cell phone number of the main person in charge of your group. This number will be given to the manager on call. Cross-country and snowshoe forms also need to be picked up. (These forms are to be brought to the ski shop at the assigned ski time.) Leaders of youth staying in Aspen or Beckham lodges need to stop by the office to pick up the room keys. Wards and stakes staying in the family lodges can go directly to their assigned lodge.

43. Can we put up signs and pictures on walls and doors?

Only special wall adhesive like white sticky tack may be used. Tape, including blue painting tape, is not to be used on the walls.

44. How do we check out?

There will be an Aspen Grove manager on-call during your conference who will check you out of the lodging after 12:00 noon for a one-night youth conference and after 9:00 am for a two-night youth conference. Check-out from your conference room is by 4:30 pm.