

# 2024 WINTER/SPRING/SUMMER HOLY CROSS RETREAT HOUSE RETREAT SCHEDULE

## CLEANING INSTRUCTIONS/SCHEDULE

The Holy Cross Retreat House is cleaned by an all-volunteer crew.

Help is needed directly after retreats from 12:00-1:00 pm on all retreats except Cursillo to prepare the rooms for the Monday morning cleaning crew. We need volunteers to stay after Cursillo to do this preparation work:

- \* Take out trash
- \*Check rooms for any items left behind
- \*Wipe down beds
- \*Put on fitted sheets
- \*Fog the building for sanitization

Monday Morning Cleanup is a rolling start beginning at 7:30 am with light breakfast items and coffee. Come whenever your schedule allows. You are welcome to come for part or all of the morning. Volunteering every Monday is not required. We are grateful for your help whenever you are able. Cleaning is done until 11:30 am. Volunteers attend Mass at 11:30 am and then enjoy lunch together.

- \*Vacuum the entire building
- \*Make beds
- \*Clean and dust all surfaces in bedrooms
- \*Wipe down tables in the conference area and coffee station
- \*Clean bathrooms
- \*Wash the Kitchen and Dining Room Floors

If you would like to help but cannot come at either of these times, please give me a call and we can arrange a time to help based on your availability.

## JANUARY

DAY	TYPE OF CLEANING	SERVICE REQUIRED
3 <sup>rd</sup>	Preparation for the winter season	A Monday Morning Clean-Up
7 <sup>th</sup>	Weekend Retreat	Sunday Preparation
8 <sup>th</sup>	Weekend Retreat	Monday Morning Clean-Up
28 <sup>th</sup>	Preparation for the next Retreat	The HCRH has been used throughout January and will need a Monday Morning Clean-Up

## FEBRUARY 2024

DAY	TYPE OF CLEANING	SERVICE REQUIRED
4 <sup>th</sup>	Men's Cursillo	Sunday Preparations
5 <sup>th</sup>	Weekend Retreat	Monday Morning Cleaning
12 <sup>th</sup>	Day Retreats	Monday Morning Cleaning of main areas. (Bedrooms not used)
18 <sup>th</sup>	Weekend Retreat	Sunday Preparations
19 <sup>th</sup>	Weekend Retreat	Monday Morning Clean-Up
25 <sup>th</sup>	Women's Cursillo	Sunday Preparations
26 <sup>th</sup>	Weekend Retreat	Monday Morning Clean-Up

## MARCH 2024

DAY	TYPE OF CLEANING	SERVICE REQUIRED
3 <sup>rd</sup>	Weekend Retreat	The house will need to be completely cleaned on Sunday
8 <sup>th</sup>	Week Long Retreat	Monday Morning Clean-Up on a Friday
10 <sup>th</sup>	Weekend Retreat	Sunday Preparations
11 <sup>th</sup>	Weekend Retreat	Monday Morning Clean-Up
17 <sup>th</sup>	Weekend Retreat	Sunday Preparation
18 <sup>th</sup>	Weekend Retreat	Monday Morning Clean-Up
24 <sup>th</sup>	Men's Cursillo	Sunday Preparations
25 <sup>th</sup>	Weekend Retreat	Monday Morning Clean-Up

## APRIL 2024

DAY	TYPE OF CLEANING	SERVICE REQUIRED
7 <sup>th</sup>	Weekend Retreat	Sunday Preparation
8 <sup>th</sup>	Weekend Retreat	Monday Morning Clean-Up
14 <sup>th</sup>	Weekend Retreat	Sunday Preparation
15 <sup>th</sup>	Weekend Retreat	Monday Morning Clean-Up
21 <sup>st</sup>	Weekend Retreat	Sunday Preparation
22 <sup>nd</sup>	Weekend Retreat	Monday Morning Clean-Up
28 <sup>th</sup>	Women's Cursillo	Sunday Preparation
29 <sup>th</sup>	Weekend Retreat	Monday Morning Clean-Up

## MAY 2024

DAY	TYPE OF CLEANING	SERVICE REQUIRED
5 <sup>th</sup>	Weekend Retreat	Sunday Preparation
6 <sup>th</sup>	Weekend Retreat	Monday Morning Clean-Up
12 <sup>th</sup>	Weekend Retreat	Sunday Preparation
13 <sup>th</sup>	Weekend Retreat	Monday Morning Clean-Up
19 <sup>th</sup>	Weekend Retreat	Sunday Preparation
20 <sup>th</sup>	Weekend Retreat	Monday Morning Clean-Up

## JUNE 2024

DAY	TYPE OF CLEANING	SERVICE REQUIRED
2 <sup>nd</sup>	Weekend Retreat	Sunday Preparation
3 <sup>rd</sup>	Weekend Retreat	Monday Morning Clean-Up
9 <sup>th</sup>	Weekend Retreat	Time to be Determined for Sunday Preparation
10 <sup>th</sup>	Weekend Retreat	Monday Morning Clean-Up
June 30 <sup>th</sup> or July 1 <sup>st</sup> TBD	Weekend Retreat	Retreat Clean-Up

## JULY 2024

DAY	TYPE OF CLEANING	SERVICE REQUIRED
14 <sup>th</sup>	Overnight Retreat	Sunday Preparations
15 <sup>th</sup>	Overnight Retreat	Monday Morning Clean-Up
28 <sup>th</sup>	Weekend Retreat	Sunday Preparations
29 <sup>th</sup>	Weekend Retreat	Monday Morning Clean-Up