



**May 27, 2020**

**To:** TFC Volunteers

**From:** Clint Scharff, Scout Executive

**Re:** Three Fires Council Office Reopening

Effective June 1, 2020, the Three Fires Council office and store in St. Charles will be open again for regular business hours, with some modifications. Under the Restore Illinois Plan we will continue to keep the number of people in the office to a minimum. Field staff will continue to work remotely. Naperville Scout Store will open on Tuesday, June 9 with modified hours and operations.

**Council Office and St. Charles Store Operations:**

- No more than three customers will be allowed in the St. Charles store at a time.
- Visitors to the store/office will be required to wear a mask while inside the building.
- Hand sanitizer stations will be located by the front door and bathrooms.
- If a customer needs to talk to a staff member in person, they will be asked to meet the staff member in the Silver Beaver Room or outside at the picnic tables that will be placed by the front and back door.
- Please try to schedule meetings in advance to ensure your staff member and proper meeting space is available.
- We will continue curbside service.
- Staff will be conducting enhanced cleaning procedures.



**Unit Operations:**

- Under the Restore Illinois Plan Phase 3: small groups of 10 or less are allowed. Boy Scouts of America programs should be limited to den or patrol size (with two-deep leadership). These activities should be limited to outdoor program. Hand washing, face masks and social distancing are to be the norm and to be enforced by unit leaders. Outdoor program is strongly encouraged (and for most of our members will be welcome).
  - Before members participate they need to self-evaluate if they should participate.
  - Members who are ill, living with someone who is ill, or showing symptoms, or in a higher risk category should not participate in group activities.
- Regular troop meetings/outings: please speak with your Charter Partner and follow their guidance.

**COVID-19 FAQ**

**Council Program Operations:**

- Please be on the lookout for additional guidance on Day Camp and Summer Camp programs.
- Three Fires Council will continue to update and distribute additional merit badges, as well as programs for Cub Scouts via our [Digital Scouting Resources](#) page; including a backyard day camp option for families who may not be able to get to Day Camp this summer.
- June Roundtable will be a Council-wide meeting held digitally on Thursday, June 11.

For additional details on summer camp, advancement, special events or Scouting resources, visit our Council website at [www.ThreeFiresCouncil.org](http://www.ThreeFiresCouncil.org) or contact a member of our [professional staff](#).

Yours in Scouting,

Clint Scharff  
Scout Executive/CEO

