

# Clubhouse Facilities Usage Guide

The VOLC Clubhouse is equipped with a meeting area, kitchen, pool room, workout space, two bathrooms.

1. The meeting area –
  - A. Motion detector lights are located above the fireplace and will activate when motion is detected in center of the room.
  - B. The ceiling fan has its own on/off switch by the front door, alongside the light switches. The remote control is in the top drawer of the credenza.
  - C. The TV receives broadcast channels and some additional cable channels. No premium channels are subscribed. The TV is controlled by a remote that is kept on the fireplace mantel. Please replace it there.
  - D. The Verizon network name is myvolc. The password is volc19702.
  - E. Extra tables and chairs are found in the storage room and pool room.
  
2. The Kitchen –
  - A. There is a microwave oven only, as allowed by law. Please leave it clean.
  - B. Please use the dishwasher when number of items indicate.
  - C. Glasses and flatware can be found in the cabinets. Please clean and return them as found.
  - D. Recycling containers are marked and should be used. When full, please place in large receptacles on the rear patio.
  - E. Cleaning supplies and new bags are kept under the sink.
  - F. Beverages from the refrigerator and Keurig machine are free to those meeting for VOLC Board or committee. Others are asked to put a donation in the can by the refrigerator.
  
3. Bathrooms – Supplies are stored in the vanities.
  
4. The Workout Room – Antiseptic wipes are available for wiping down machines before and after use.
  
5. The Pool Room - Please do not put heavy objects on the pool table. Return cues and chalk to hanger.