Common Area pictures & plaques
- These are crucial part of BYC history and heritage
- Some are irreplaceable
- Remove from walls
- Cover with bubble wrap
- Put into boxes
- Seal boxes
- Label each box
- Item name
- Box count (i.e., 1 of 10, 3 of 14, etc.)
- Move to W. Wareham storage facility

Cannonball
- This is a crucial part of BYC history and heritage
- Extremely difficult to replace
- Is it moving it worth the time and risk given its location?

Furniture
- Two-fold effort
- Minimize breakage
- Pack furniture into one area to limit its ability to move
- Use rope to help make the whole more secure than the sum of the parts
- Minimize water damage
- Stack fabric furniture and carpeting on top of wooden tables and chairs

Rugs
- Minimize water damage
- Move small carpets to 2nd floor
- Stack large carpets on top of wooden tables and chairs

Trophies
- These are crucial part of BYC history and heritage
- Irreplaceable
- High security needed
- Trophies should be moved to W. Wareham temperature controlled storage facility

Pre-season
- Determine size and number of boxes needed to pack trophies one per box
- Inventory packing materials
- Packing material
- Packing tape
- Markers
- Assemble packing materials
- Pack one trophy per box
- Seal box
- Label box
- Item name
- Box count (i.e., 1 of 10, 3 of 14, etc.)
- Move as a group, repeatedly checking box count

Post-storm
- Do not move trophies back to BYC until any necessary repairs have been done to display cases
- Building alarm system is re-activated

Legend
- Yes
- No
- Decision
- Consider carefully
- Risk
- Major Asset
- Attention
- Question
- Add/expand information
- Hand-off to another team
- Total time required
- Priority 1
- Priority 2
- Priority 3
- Priority 4
- Priority 5