DORM WELCOME GUIDE

For visiting school groups

Inland Seas
EDUCATION ASSOCIATION

Captain Thomas M. Kelly Biological Station
100 Dame St., Suttons Bay, MI 49682

Ahoy!

Welcome to the Captain Thomas M. Kelly Biological Station. We are glad you've decided to stay in our dorms and participate in our programs!

This guide is intended to provide you with everything you'll need to know for the duration of your stay including facility information, local eateries, and much more.

We hope you enjoy your stay in our ship-inspired bunk rooms and imagine yourselves drifting away to sleep to the lull of soft Lake Michigan waves. Please let us know if you need anything while you're here as our staff are happy to help.

Enjoy your stay in Suttons Bay!

Fred Sitkins
Executive Director
Inland Seas Education Association

Important Contact Information

IN CASE OF EMERGENCY - DIAL 911

ISEA Business Hours (9am-5pm) Contact: 231-271-3077

ISEA After Hours Contact: Fred Sitkins - 231-675-4914

Nearest Hospital
Munson Medical Center
1105 6th St.
Traverse City, MI 49684
231-935-5000

Fire Department
Suttons Bay Bingham Fire Department
201 S. St. Marys Ave.
Suttons Bay, MI 49682
231-271-6978

Police Department
Leelanau County Sheriff
8525 E. Government Center Dr.
Suttons Bay, MI 49682
231-256-8800

Animal Control
Leelanau County Animal Control
8525 E. Government Center Dr.
Suttons Bay, MI 49682
Office: 231-256-8630
File a complaint: 231-256-8800

General Information

Access Code
Your group's main contact was provided a unique access code to enter the building. This code will be required each time you enter the building as the deadbolt will relock automatically each time you enter or exit the facility. Please make sure you close the door firmly when you leave so it locks behind you.

Parking
Complimentary parking for guests staying at the Capt. Thomas M. Kelly Biological Station is available on the east side of the building. You and your guests are welcome to park here for the duration of your stay at your own risk.

WIFI Network and Password
Please use our guest WIFI for the duration of your stay.
WIFI: LOVE OUR LAKES Password: Plankton89

Quiet Hours
Quiet hours are from 11:00 PM to 7:00 AM each day. This includes all activities within the Capt. Thomas M. Kelly Biological Station and its surrounding campus (including all fires and outdoor activities). Thank you for respecting our education interns that live on-site and our neighbors and surrounding community.

Meals & Additional Dorm Common Spaces
You are welcome to use the lab space at the end of the hall for indoor eating and meal prep - the fridge, tables, and sinks in there are yours to use. We have a microwave, small toaster oven, and a hot plate in the dorm space kitchenette. Please note: there is a mini fridge in the kitchenette, but this is reserved for our interns living in the dorms.

- Easiest meal options: Order food from a local restaurant, bring crock pots, make sandwiches, or cook something simple like pasta using the hot plate.
- Please do not eat in the dorm rooms themselves, especially in the bunks.

Supervision

Minors must be under adult supervision at all times. If a group of students are interested in exploring our surrounding campus, please have an adult chaperone with them.

Education Center Hours

The exhibit space upstairs is open Monday-Friday from 8:30 AM-5:00 PM and closed on Saturday and Sunday. Please do not enter the exhibit space during non-business hours unless prior arrangement has been made with an Inland Seas Education Association staff member.

Other Guests Living in the Dorms

When you reserve the dorms, you will be the only visiting group using them. However, there are two 2-person dorm rooms in the dormitory area that might be occupied by our educational interns or our volunteers during your stay. All interns and volunteers are upstanding people and have undergone background checks.

Please be mindful of the space and abide by the quiet hours (11:00 PM - 7:00 AM)!

Campus Amenities

Leo Creek Preserve

Our nine-acre outdoor learning laboratory, nature preserve, and botanical garden located south of Suttons Bay along the Leelanau Trail. It features over 1,000 feet of waterfront along Leo Creek. You may use this space for many different kinds of outdoor learning opportunities. Find it by walking south about ~⅓ mile on the Leelanau Trail and looking for the signs or by searching “Leo Creek Preserve” on Google Maps.

Outdoor Classroom

The outdoor classroom is located in the southeast corner of our campus. This pavilion and surrounding firepit is a great place for outdoor lessons, discussions, and picnics. We invite you to use this space freely. After you’re finished, please remove all garbage and deposit it into a bin at the facility to minimize the opportunities for animals from getting into the garbage.

Firepit and Gas Grill

You are welcome to use the firepit and gas grill during your stay. All fires and grilling must be supervised by an adult. After you are finished using the grill, please turn off the gas and return it to its original location. Once you are finished using the firepit, please put it out with water to ensure all flames, coals, and embers have been extinguished.

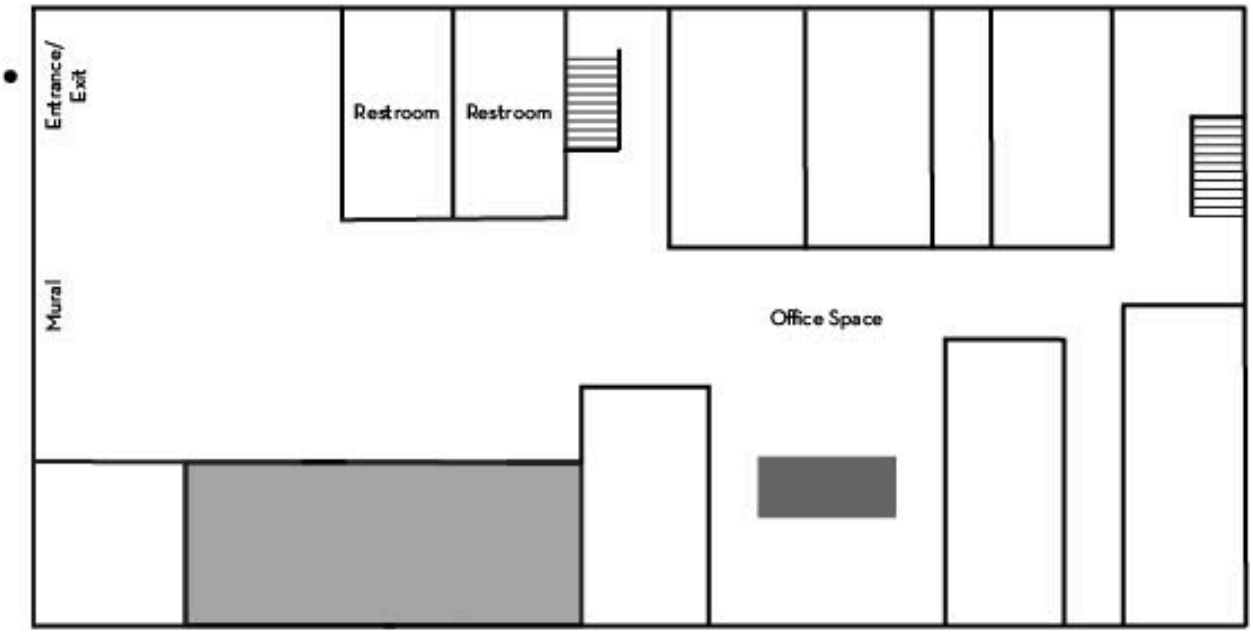
Firewood: Can be purchased locally at Hansen Foods or nearby gas stations

Wetland Walk

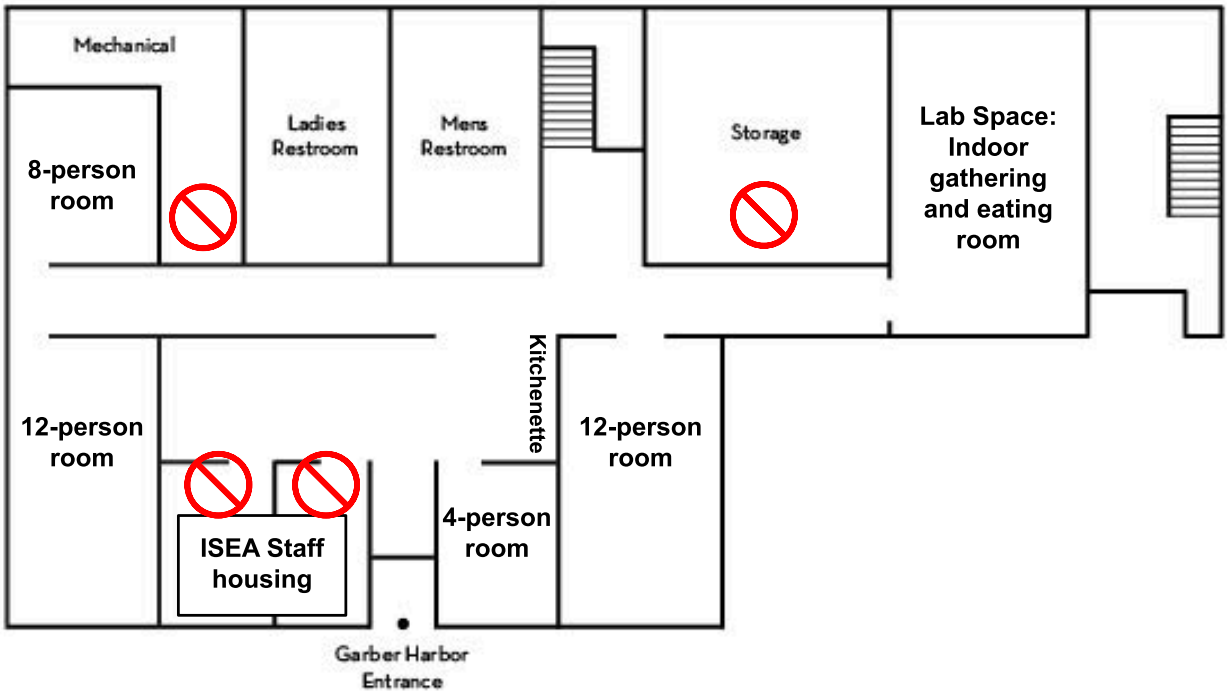
There is a short path along the wetland space that begins at the outdoor classroom. The path includes interpretive signage about wetland communities. Please feel free to use this space for lessons or reflections along the wetland.

Building Map

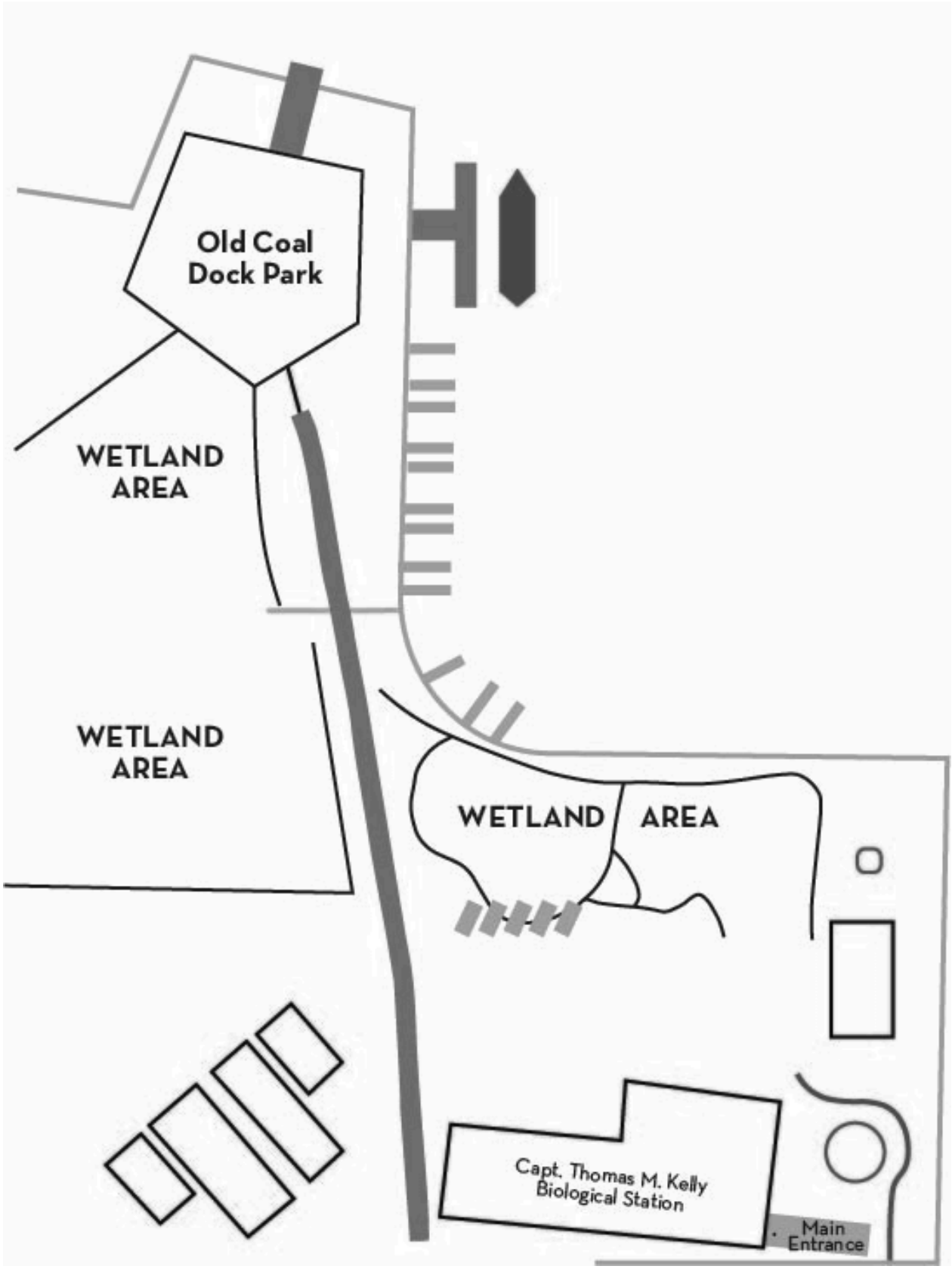
Upper Level



Lower Level



Campus Map


Old Coal Dock Park
WETLAND AREA
WETLAND AREA
WETLAND AREA
Capt. Thomas M. Kelly Biological Station
Main Entrance

Local Stores, Eateries, and Attractions

Closest Grocery Store

Hansen Foods*
91 W. 4th St.
Suttons Bay, MI 49682
231-271-4280
**also has a great deli and catering options*

Restaurants/Cafes Within Walking Distance

45th Parallel Cafe
102 W Broadway
Suttons Bay, MI 49682
231-271-2233

Bay Pizzeria
100 Cedar St.
Suttons Bay, MI 49682
231-866-4494

Broadway Deli
108 W Broadway
Suttons Bay, MI 49682
231-866-4083

Birdie's Sandwich Shop
206 N St Joseph St. Suite D
Suttons Bay, MI 49682
231-866-4007

Hive Coffee Co.
206 N St Joseph St. Suite B
Suttons Bay, MI 49682
231-866-4406

Lylah's
99 4th St B
Suttons Bay, MI 49682
231-866-4081

MUA Asian Cuisine
316 N St Joseph St.
Suttons Bay, MI 49682
231-866-4181

Roman Wheel Pizza & Subs
116 N St Joseph St.
Suttons Bay, MI 49682
231-271-4176

Streetside Grille
111 N St Joseph St.
Suttons Bay, MI 49682
231-866-4199

V.I. Grille
201 N St Joseph St.
Suttons Bay, MI 49682
231-271-3300

Things To Do

Walking distance within Suttons Bay

Suttons Bay Beach
Public beach within walking distance

Bay Wear
Clothing store with many souvenir-type items

Enerdyne
Science store in downtown Suttons Bay

Leo Creek Preserve
Outdoor walking trail along a creek, cedar forest, and large garden

Within driving distance

Sleeping Bear Dunes National Lakeshore
A very large national park with many hiking, swimming, and sight seeing options.

Platte River State Fish Hatchery
Michigan's main salmon hatchery.

Leelanau State Park
A shoreside park with hiking and a lighthouse.

Historic Fishtown
A fish shanty town with different shops where commercial fishing vessels still operate from.

Check-Out Checklist

Thank you again for staying with us! There are just a few things we would like you to do before you depart:

- **Collect all of your group's personal items.** Make sure you haven't left anything behind in a room or bathroom. Have students check under their mattresses - they like to eat socks and candy wrappers.
- **Clean out the fridge.** Please make sure you've removed all of your food items from the site.
- **Wash and replace dishes.** Please take a moment to wash and replace any dishes you've used.
- **Close any windows** you've opened during your stay.
- **Pick up any trash** and place it into the proper receptacle.
- **Sweep floors** in dorm rooms and common space. Take a few minutes to sweep any dirt, crumbs, or trash that may have fallen onto the floor in the spaces you used.
- **Turn off the lights.** Help us conserve energy by turning the lights off! (Note: The lights shining on the ships are on a motion sensor, so don't worry about turning those off).
- **Secure the door behind you.** The door will automatically lock, however, we would appreciate it if you could make sure it is secure once shut!

Come visit us again. We would love to have you back!