

2013 NPARC Auction Plan (Feb. 21, 2013)

Function	Task	Who	Notes
Publicity	lead	Hillary	mostly complete--thanks
Photography	pictures of the event	Barry, K2JV	
Banner	up on muni bldg	Rick, WB2QOQ	
Location	reservation	Al, K2AL	
	notify dispatch, get lift key	Paul, N2KDK	
	arrange library parking	John, KC2MTN	
	"talk-in" on W2LI	Hillary, KC2HLA	bring rig and antenna
Set Up	move table and chairs to gym	David, KC2WUF--leader	possible Brian, KA2MPG
		Al, K2AL	
		Roy, KD2CMS	
		Rick, WB2QOQ	
		Richie, N2AUG	
Admission Table	bidder forms	Barry, K2JV	
	ARRL door prizes	Paul, W2PTP	received from N2KDK
	raffle container	Barry, K2JV	
	man table	Bob, K2GLS	bring scissors and
	man table	Guy, K2EFB	pens (that can "disappear")
Collection Table	seller forms and collection forms	Dave, K2YG	
	change funds	Dave, K2YG	
	man table	Dave, K2YG	
	man table	Andy, N2FYE	contingent on emerg work
Food	sandwiches	Sam, KC2OSR	order and pickup
	2 coffee urns, 2 coolers	Sam, KC2OSR	
	ice	W2PTP	
	2 power cords (for coffee urns)	Bill, W2UDT	
	food price signs	Barry, K2JV	
	soda	Bill, WA2CG	
	water, chips, cookies	David, KC2WUF	
	coffee (R&D) cream, sugar, stirrers	David, KC2WUF	
	plates, cups, napkins, trash bags	David, KC2WUF	
	man table	Bill, W2UDT	
	man table	Jim, WB2EDO	
	man table	Stu, N2YMI	alternate with EDO
Audio	mikes(2), amps, speakers, cords	Bruce, KQ2E	
	2 HD power extension cords	Bruce, KQ2E	
Auctioneers	auctioneer	Joe Reid, K2JAO	
	auctioneer	Barry, K2JV	ARRL kits, etc
	auctioneer	Maycee	"lug" when not auctioning
	auctioneer	Hillary, KC2HLA	"lug" when not auctioning
	"luggers"(move items to auctioneer)	John, KC2MTN	
	"luggers"	Al, K2AL	
CleanUp	tables, chairs, sweep, trash, etc	all	