

VHPA 34TH ANNUAL REUNION - INDIANAPOLIS VOLUNTEER SCHEDULE (as of 05/13/17)

DATE	TIMES	TASK	LOCATION	VOLUNTEER	VOLUNTEER	VOLUNTEER	VOLUNTEER	NOTES
Fri, Jun 30	2:30pm - 8:00pm	Aviator Photographer	3rd floor					Support Aviator Editor Tom Kirk's efforts to publish good quality photos for all Reunion events
Fri, Jun 30	3:30 PM	Volunteer Training	Top of escalators on 3rd floor	Gary Jones				Training @ prefunction area at top of escalators on 3rd floor
Fri, Jun 30	3:30 PM	Welcome Desk Volunteer Training	Top of escalators on 3rd floor	Jim & Patti Squyres				Training @ prefunction area at top of escalators on 3rd floor
Fri, Jun 30	3:30pm - 8:00pm	Pre Reg Packet Pickup	Prefunction Area	Mike Clark	Jan Clark	Stoney Stitzle	John Riley	Distribute packets to members & review items in packets with them
Fri, Jun 30	3:30pm - 8:00pm	Welcome Desk	Prefunction Area	Norman Haywood	Mary Ann Haywood			Jim & Patti Squyres to provide training, HQ & Indy CVB to provide notebook & info
Fri, Jun 30	8:15pm	Final Volunteer Debrief	Top of escalators on 3rd floor	Gary Jones				Retrieve all volunteer items for the day & gather info from volunteers as needed
<hr/>								
Sat, July 1	7:30 AM	Volunteer Training	Top of escalators on 3rd floor	Gary Jones				Training @ prefunction area at top of escalators on 3rd floor
Sat, July 1	7:30 AM	Welcome Desk Volunteer Training	Top of escalators on 3rd floor	Jim & Patti Squyres				Training @ prefunction area at top of escalators on 3rd floor
Sat, July 1	7:30am - 10:30am	Volunteer Shift Leader Shift #1	Prefunction Area					Will be responsible for checking volunteers in for your shift to ensure all volunteers are present. If someone does not show up, notify Gary Jones or HQ so a replacement can be found. Will also work the Pre Reg Packet Pickup desk for your shift.
Sat, July 1	7:30am - 10:30am	Pre Reg Packet Pickup Shift #1	Prefunction Area	Mike Clark	Jan Clark	Stoney Stitzle	John Riley	Distribute packets to members & review items in packets with them
Sat, July 1	7:30am - 10:30am	Welcome Desk Shift #1	Prefunction Area	Bruce Brattain				Jim & Patti Squyres to provide training, HQ & Indy CVB to provide notebook & info
Sat, July 1	7:30am - 10:30am	T-shirt Distribution Shift #1	Registration Desk in Prefunction Area	Terri Blazej	Janet-Anne Boykin			Take T-shirt ticket from member, mark as picked up on list & provide t-shirt orderd to them
Sat, July 1	10:00am - 2:00pm	Volunteer Shift Leader Shift #2	Prefunction Area					Will be responsible for checking volunteers in for your shift to ensure all volunteers are present. If someone does not show up, notify Gary Jones or HQ so a replacement can be found. Will also work the Pre Reg Packet Pickup desk for your shift.
Sat, July 1	10:00am - 8:00pm	Aviator Photographer	3rd floor					Support Aviator Editor Tom Kirk's efforts to publish good quality photos for all Reunion events
Sat, July 1	10:15am - 2:00pm	Pre Reg Packet Pickup Shift #2	Prefunction Area	John Riley	Jerry Takier	Penny Takier	Dave Pankoke	Distribute packets to members & review items in packets with them
Sat, July 1	10:15am - 2:00pm	Welcome Desk Shift #2	Prefunction Area	Bruce Brattain	Tom Sifford			Jim & Patti Squyres to provide training, HQ & Indy CVB to provide notebook & info
Sat, July 1	10:15am - 2:00pm	T-shirt Distribution Shift #2	Registration Desk in Prefunction Area	Russell Juleen	Steve Juleen			Take T-shirt ticket from member, mark as picked up on list & provide t-shirt orderd to them

VHPA 34TH ANNUAL REUNION - INDIANAPOLIS VOLUNTEER SCHEDULE (as of 05/13/17)

DATE	TIMES	TASK	LOCATION	VOLUNTEER	VOLUNTEER	VOLUNTEER	VOLUNTEER	NOTES
Sat, July 1	1:30pm - 5:00pm	Volunteer Shift Leader Shift #3	Prefunction Area					Will be responsible for checking volunteers in for your shift to ensure all volunteers are present. If someone does not show up, notify Gary Jones or HQ so a replacement can be found. Will also work the Pre Reg Packet Pickup desk for your shift.
Sat, July 1	1:45pm - 5:00pm	Pre Reg Packet Pickup Shift #3	Prefunction Area	Mike Clark	Jan Clark			Distribute packets to members & review items in packets with them
Sat, July 1	1:45pm - 5:00pm	Welcome Desk Shift #3	Prefunction Area	Terri Blazej				Jim & Patti Squyres to provide training, HQ & Indy CVB to provide notebook & info
Sat, July 1	1:45pm - 5:00pm	T-shirt Distribution Shift #3	Registration Desk in Prefunction Area	Joe Bell	Cyndi Bell			Take T-shirt ticket from member, mark as picked up on list & provide t-shirt orderd to them
Sat, July 1	4:30pm - 8:00pm	Volunteer Shift Leader Shift #4	Prefunction Area					Will be responsible for checking volunteers in for your shift to ensure all volunteers are present. If someone does not show up, notify Gary Jones or HQ so a replacement can be found. Will also work the Pre Reg Packet Pickup desk for your shift.
Sat, July 1	4:45pm - 8:00pm	Pre Reg Packet Pickup Shift #4	Prefunction Area	Jerry Takier	Penny Takier			Distribute packets to members & review items in packets with them
Sat, July 1	4:45pm - 8:00pm	Welcome Desk Shift #4	Prefunction Area	Larry Johnson	Betsy Jonhson			Jim & Patti Squyres to provide training, HQ & Indy CVB to provide notebook & info
Sat, July 1	4:45pm - 8:00pm	T-shirt Distribution Shift# 4	Registration Desk in Prefunction Area					Take T-shirt ticket from member, mark as picked up on list & provide t-shirt orderd to them
Sat, July 1	8:15pm	Final Volunteer Debrief	Top of escalators on 3rd floor	Gary Jones				Retrieve all volunteer items for the day & gather info from volunteers as needed
Sun, July 2	7:15am - 11:30am	Aviator Photographer	3rd floor & outside events					Support Aviator Editor Tom Kirk's efforts to publish good quality photos for all Reunion events
Sun, July 2	7:30 AM	Volunteer Training	Top of escalators on 3rd floor	Gary Jones				Training @ prefunction area at top of escalators on 3rd floor
Sun, July 2	7:30 AM	Welcome Desk Volunteer Training	Top of escalators on 3rd floor	Jim & Patti Squyres				Training @ prefunction area at top of escalators on 3rd floor
Sun, July 2	7:30am - 9:00am	KIA/MIA Goldstar Breakfast Ticket Taker	JW Ballrooms 7, 8 & 9		HQ Staff			Stand at door and take tickets - NO TICKET NO ENTRY
Sun, July 2	7:30am - 9:00am	"How the VHPA Works" Breakfast Ticket Taker	JW Ballrooms 5 & 6		HQ Staff			Stand at door and take tickets - NO TICKET NO ENTRY
Sun, July 2	7:30am - 10:30am	Volunteer Shift Leader Shift #1	Prefunction Area					Will be responsible for checking volunteers in for your shift to ensure all volunteers are present. If someone does not show up, notify Gary Jones or HQ so a replacement can be found. Will also work the Pre Reg Packet Pickup desk for your shift.
Sun, July 2	7:30am - 10:30am	Pre Reg Packet Pickup Shift #1	Prefunction Area	John Riley				Distribute packets to members & review items in packets with them
Sun, July 2	7:30am - 10:30am	Welcome DeskShift #1	Prefunction Area					Jim & Patti Squyres to provide training, HQ & Indy CVB to provide notebook & info

VHPA 34TH ANNUAL REUNION - INDIANAPOLIS VOLUNTEER SCHEDULE (as of 05/13/17)

DATE	TIMES	TASK	LOCATION	VOLUNTEER	VOLUNTEER	VOLUNTEER	VOLUNTEER	NOTES
Sun, July 2	7:30am - 10:30am	T-shirt Distribution Shift #1	Registration Desk in Prefunction Area					Take T-shirt ticket from member, mark as picked up on list & provide t-shirt orderd to them
Sun, July 2	10:00am - 2:00pm	Volunteer Shift Leader Shift #2	Prefunction Area					Will be responsibile for checking volunteers in for your shift to ensure all volunteers are present. If someone does not show up, notify Gary Jones or HQ so a replacement can be found. Will also work the Pre Reg Packet Pickup desk for your shift.
Sun, July 2	10:15am - 2:00pm	Pre Reg Packet Pickup Shift #2	Prefunction Area	Trecia Shrode	Mary Sebastian			Distribute packets to members & review items in packets with them
Sun, July 2	10:15am - 2:00pm	Welcome Desk Shift #2	Prefunction Area					Jim & Patti Squyres to provide training, HQ & Indy CVB to provide notebook & info
Sun, July 2	10:15am - 2:00pm	T-shirt Distribution Shift #2	Registration Desk in Prefunction Area	Russell Juleen	Steve Juleen			Take T-shirt ticket from member, mark as picked up on list & provide t-shirt orderd to them
Sun, July 2	12:00pm - 8:30pm	Aviator Photography	3rd floor and outside events					Support Aviator Editor Tom Kirk's efforts to publish good quality photos for all Reunion events
Sun, July 2	1:30pm - 5:00pm	Volunteer Shift Leader Shift #3	Prefunction Area					Will be responsibile for checking volunteers in for your shift to ensure all volunteers are present. If someone does not show up, notify Gary Jones or HQ so a replacement can be found. Will also work the Pre Reg Packet Pickup desk for your shift.
Sun, July 2	1:45pm - 5:00pm	Pre Reg Packet Pickup Shift #3	Prefunction Area	Tom Sifford				Distribute packets to members & review items in packets with them
Sun, July 2	1:45pm - 5:00pm	Welcome Desk Shift #3	Prefunction Area	Larry Johnson	Betsy Johnson			Jim & Patti Squyres to provide training, HQ & Indy CVB to provide notebook & info
Sun, July 2	1:45pm - 5:00pm	T-shirt Distribution Shift #3	Registration Desk in Prefunction Area					Take T-shirt ticket from member, mark as picked up on list & provide t-shirt orderd to them
Sun, July 2	4:30pm - 8:00pm	Volunteer Shift Leader Shift #4	Prefunction Area					Will be responsibile for checking volunteers in for your shift to ensure all volunteers are present. If someone does not show up, notify Gary Jones or HQ so a replacement can be found. Will also work the Pre Reg Packet Pickup desk for your shift.
Sun, July 2	4:45pm - 8:00pm	Pre Reg Packet Pickup Shift #4	Prefunction Area					Distribute packets to members & review items in packets with them
Sun, July 2	4:45pm - 8:00pm	Welcome Desk Shift #4	Prefunction Area	Bob Janes	Sharon Janes			Jim & Patti Squyres to provide training, HQ & Indy CVB to provide notebook & info
Sun, July 2	4:45pm - 8:00pm	T-shirt Distribution Shift #4	Registration Desk in Prefunction Area					Take T-shirt ticket from member, mark as picked up on list & provide t-shirt orderd to them
Sun, July 2	8:15pm	Final Volunteer Debrief	Top of escalators on 3rd floor	Gary Jones				Retrieve all volunteer items for the day & gather info from volunteers as needed
Mon, July 3	7:15am - 11:30am	Aviator Photographer	3rd floor & outside events					Support Aviator Editor Tom Kirk's efforts to publish good quality photos for all Reunion events
Mon, July 3	9:00am - 3:00pm	Golf Outing Coordinator	Brickyard Golf Course	Dan Gulley				Assigns individuals to foursomes and foursomes to carts & hence Tees for the shot-gun start. Makes certain everyone understands the Power Pack rules. Sells Power Pack ticket and awards prizes.

VHPA 34TH ANNUAL REUNION - INDIANAPOLIS VOLUNTEER SCHEDULE (as of 05/13/17)

DATE	TIMES	TASK	LOCATION	VOLUNTEER	VOLUNTEER	VOLUNTEER	VOLUNTEER	NOTES
Mon, July 3	7:30 AM	Volunteer Training	Top of escalators on 3rd floor	Gary Jones				Training @ prefunction area at top of escalators on 3rd floor
Mon, July 3	7:30 AM	Welcome Desk Volunteer Training	Top of escalators on 3rd floor	Jim & Patti Squyres				Training @ prefunction area at top of escalators on 3rd floor
Mon, July 3	7:30am - 9:00am	"Helicopter Medal of Honor Tribute" Breakfast Ticket Taker	JW Ballrooms 5 & 6		HQ Staff			Stand at door and take tickets - NO TICKET NO ENTRY
Mon, July 3	7:30am - 11:00am	Volunteer Shift Leader Shift #1	Prefunction Area					Will be responsible for checking volunteers in for your shift to ensure all volunteers are present. If someone does not show up, notify Gary Jones or HQ so a replacement can be found. Will also work the Pre Reg Packet Pickup desk for your shift.
Mon, July 3	7:30am - 11:00am	Pre Reg Packet Pickup Shift #1	Prefunction Area	Jerry Takier	Penny Takier			Distribute packets to members & review items in packets with them
Mon, July 3	7:30am - 11:00am	Welcome Desk Shift #1	Prefunction Area					Jim & Patti Squyres to provide training, HQ & Indy CVB to provide notebook & info
Mon, July 3	7:30am - 11:00am	T-shirt Distribution Shift #1	Registration Desk in Prefunction Area					Take T-shirt ticket from member, mark as picked up on list & provide t-shirt ordered to them
Mon, July 3	10:30am - 2:00pm	Volunteer Shift Leader Shift #2	Prefunction Area					Will be responsible for checking volunteers in for your shift to ensure all volunteers are present. If someone does not show up, notify Gary Jones or HQ so a replacement can be found. Will also work the Pre Reg Packet Pickup desk for your shift.
Mon, July 3	10:45am - 2:00pm	Pre Reg Packet Pickup Shift #2	Prefunction Area	Dave Pankoke				Distribute packets to members & review items in packets with them
Mon, July 3	10:45am - 2:00pm	Welcome Desk Shift #2	Prefunction Area	Bob Janes	Sharon Janes			Jim & Patti Squyres to provide training, HQ & Indy CVB to provide notebook & info
Mon, July 3	10:45am - 2:00pm	T-shirt Distribution Shift #2	Registration Desk in Prefunction Area	Bob Poe	Gail Poe			Take T-shirt ticket from member, mark as picked up on list & provide t-shirt ordered to them
Mon, July 3	12:00pm - 7:30pm	Aviator Photography	3rd floor and outside events					Support Aviator Editor Tom Kirk's efforts to publish good quality photos for all Reunion events
Mon, July 3	1:30pm - 5:00pm	Volunteer Shift Leader Shift #3	Prefunction Area					Will be responsible for checking volunteers in for your shift to ensure all volunteers are present. If someone does not show up, notify Gary Jones or HQ so a replacement can be found. Will also work the Pre Reg Packet Pickup desk for your shift.
Mon, July 3	1:45pm - 5:00pm	Pre Reg Packet Pickup Shift #3	Prefunction Area	Jerry Takier	Penny Takier			Distribute packets to members & review items in packets with them
Mon, July 3	1:45pm - 5:00pm	Welcome Desk Shift #3	Prefunction Area					Jim & Patti Squyres to provide training, HQ & Indy CVB to provide notebook & info
Mon, July 3	1:45pm - 5:00pm	T-shirt Distribution Shift #3	Registration Desk in Prefunction Area					Take T-shirt ticket from member, mark as picked up on list & provide t-shirt ordered to them
Mon, July 3	2:45pm - 3:15pm	Mind Tripping Ticket Taker	JW Ballrooms 7, 8 & 9		HQ Staff			Stand at door and take tickets - NO TICKET NO ENTRY

VHPA 34TH ANNUAL REUNION - INDIANAPOLIS VOLUNTEER SCHEDULE (as of 05/13/17)

DATE	TIMES	TASK	LOCATION	VOLUNTEER	VOLUNTEER	VOLUNTEER	VOLUNTEER	NOTES
Mon, July 3	5:15pm	Final Volunteer Debrief	Top of escalators on 3rd floor	Gary Jones				Retrieve all volunteer items for the day & gather info from volunteers as needed
Mon, July 3	6:30pm - 10:00pm	Ballgame #1	Exit door & street between hotel & ballpark					Stand at door & street to direct them to ballpark
Tues, July 4	7:15am - 11:30am	Aviator Photographer	3rd floor & outside events	John Deer				Support Aviator Editor Tom Kirk's efforts to publish good quality photos for all Reunion events
Tues, July 4	7:30 AM	Volunteer Training	Top of escalators on 3rd floor	Gary Jones				Training @ prefunction area at top of escalators on 3rd floor
Tues, July 4	7:30 AM	Welcome Desk Volunteer Training	Top of escalators on 3rd floor	Jim Squyres				Training @ prefunction area at top of escalators on 3rd floor
Tues, July 4	7:30am - 11:00am	Volunteer Shift Leader Shift #1	Prefunction Area					Will be responsible for checking volunteers in for your shift to ensure all volunteers are present. If someone does not show up, notify Gary Jones or HQ so a replacement can be found. Will also work the Pre Reg Packet Pickup desk for your shift.
Tues, July 4	7:30am - 9:00am	"Your Personal Legacy" Breakfast Ticket Taker	JW Ballrooms 5 & 6		HQ Staff			Stand at door and take tickets - NO TICKET NO ENTRY
Tues, July 4	7:45am - 11:00am	Welcome Desk Shift #1	Prefunction Area					Jim & Patti Squyres to provide training, HQ & Indy CVB to provide notebook & info
Tues, July 4	10:30am - 2:00pm	Volunteer Shift Leader Shift #2	Prefunction Area					Will be responsible for checking volunteers in for your shift to ensure all volunteers are present. If someone does not show up, notify Gary Jones or HQ so a replacement can be found. Will also work the Pre Reg Packet Pickup desk for your shift.
Tues, July 4	10:45am - 2:00pm	Welcome Desk Shift #2	Prefunction Area					Jim & Patti Squyres to provide training, HQ & Indy CVB to provide notebook & info
Tues, July 4	12:00pm - 7:30pm	Aviator Photography	3rd floor and outside events					Support Aviator Editor Tom Kirk's efforts to publish good quality photos for all Reunion events
Tues, July 4	1:30pm - 5:00pm	Volunteer Shift Leader Shift #3	Prefunction Area	Bob Hamilton				Will be responsible for checking volunteers in for your shift to ensure all volunteers are present. If someone does not show up, notify Gary Jones or HQ so a replacement can be found. Will also work the Pre Reg Packet Pickup desk for your shift.
Tues, July 4	1:45pm - 5:00pm	Welcome Desk Shift #3	Prefunction Area	Willa Hamilton				Jim & Patti Squyres to provide training, HQ & Indy CVB to provide notebook & info
Tues, July 4	1:45pm - 2:15pm	Mind Tripping Ticket Taker	JW Ballrooms 5 & 6		HQ Staff			Stand at door and take tickets - NO TICKET NO ENTRY
Tues, July 4	5:15pm	Final Volunteer Debrief	Top of escalators on 3rd floor	Gary Jones				Retrieve all volunteer items for the day & gather info from volunteers as needed
Tues, July 4	6:30pm - 10:00pm	Ballgame & Fireworks	Exit door & street between hotel & ballpark					Stand at door & street to direct them to ballpark

VHPA 34TH ANNUAL REUNION - INDIANAPOLIS VOLUNTEER SCHEDULE (as of 05/13/17)

DATE	TIMES	TASK	LOCATION	VOLUNTEER	VOLUNTEER	VOLUNTEER	VOLUNTEER	NOTES
Wed, July 5	7:15am - 11:30am	Aviator Photographer	3rd floor & outside events					Support Aviator Editor Tom Kirk's efforts to publish good quality photos for all Reunion events
Wed, July 5	7:30 AM	Welcome Desk Volunteer Training	Top of escalators on 3rd floor	Jim Squyres				Training @ prefunction area at top of escalators on 3rd floor
Wed, July 5	6:30am - 10:45am	Volunteer Shift Leader Shift #1	Prefunction Area					Will be responsible for checking volunteers in for your shift to ensure all volunteers are present. If someone does not show up, notify Gary Jones or HQ so a replacement can be found. Will also work the Pre Reg Packet Pickup desk for your shift.
Wed, July 5	7:15am - 7:45am	Pre-Memorial Breakfast Ticket Taker	JW Ballrooms 5 & 6		HQ Staff			Stand at door and take tickets - NO TICKET NO ENTRY
Wed, July 5	7:45am - 11:00am	Welcome Desk Shift #1	Prefunction Area					Jim & Patti Squyres to provide training, HQ & Indy CVB to provide notebook & info
Wed, July 5	8:30 am - 9:15 am	Memorial Service Color Guard	Meet in Room 314					Harry Martin is working w/John Shafer
Wed, July 5	9:15am - 9:45am	Spousal Event Ticket Taker	JW Ballrooms 7, 8 & 9		HQ Staff			Stand at door and take tickets - NO TICKET NO ENTRY
Wed, July 5	10:00am - Noon	Annual Business Meeting Ticket Takers	JW Ballrooms 5 & 6	EC Members	EC Members	EC Members	EC Members	Stand at door and take tickets - NO TICKET NO ENTRY
Wed, July 5	10:30am - 2:00pm	Volunteer Shift Leader Shift #2	Prefunction Area					Will be responsible for checking volunteers in for your shift to ensure all volunteers are present. If someone does not show up, notify Gary Jones or HQ so a replacement can be found. Will also work the Pre Reg Packet Pickup desk for your shift.
Wed, July 5	10:45am - 2:00pm	Welcome Desk Shift #2	Prefunction Area					Jim & Patti Squyres to provide training, HQ & Indy CVB to provide notebook & info
Wed, July 5	1:30am - 4:00pm	Volunteer Shift Leader Shift #3	Prefunction Area					Will be responsible for checking volunteers in for your shift to ensure all volunteers are present. If someone does not show up, notify Gary Jones or HQ so a replacement can be found. Will also work the Pre Reg Packet Pickup desk for your shift.
Wed, July 5	1:45pm - 4:00pm	Welcome Desk Shift #3	Prefunction Area					Jim & Patti Squyres to provide training, HQ & Indy CVB to provide notebook & info
Wed, July 5	5:00pm - 9:00pm	Aviator Photography	3rd floor and outside events	John Deer				Support Aviator Editor Tom Kirk's efforts to publish good quality photos for all Reunion events
Wed, July 5	5:15pm - 6:15pm	Closing Banquet Ticket Takers	JW Ballrooms 5 & 6	Russell Juleen	Jerry Takier	Penny Takier	HQ Staff	Stand at door and take tickets - NO TICKET NO ENTRY
Wed, July 5	5:15 pm - 6:30 pm	Closing Banquet Color Guard	JW Ballrooms 5 & 6					