

Committee

Head and Hands

Hands
Joanne
Pete
Bryce

Kevin
Alec

1. Site
2. Correspondence
3. Finance
4. Fundraising
5. Publicity
6. Tours
7. Workshops
8. Food
9. Registration
10. Social/Events

Norma & Mike, Lynn

Cynthia & Cathy, Lynn

Mark Finster, John

Judy, John, Mark Finster, Don

Don, Bryan, Judy, Rebecca

Mark Fulton, Lynn, Greg, Judy

Frances, Mark Fulton, Alec, Lynn

Greg & Patricia, Jeff

John, Mark Finster

Frances & Martha

attended 9/28

Buttons Martha

T-shirts Rachel

CONTRA

Mike, Norma,
band

POPELLO

CODES Pat, Pam

AGENDA

BETHEL

Dan
Dwane Hanson

TNGS Girl, Deborah,
Carolyn, Dan,
Kevin, Hilary,
JOHN

Sept. 3 Ale Meeting

For 11/12

I. Overview

OBJECTIVES:

1. clarify tasks
2. brainstorm
3. set deadlines

1) list of materials
& est. cost

2) text of 1st
mailing (12/1)

II. Committee reports in order listed

III. Discussion and re-evaluation of tasks & responsibilities

IV. Preliminary deadlines for major phases

V. Scheduling:

- site tour
- next general meeting

VI. Other business

from
sign to barn/campground

campground/barn

COMMITTEE TASKS

SITE

Map - Edna

trail to GDP

- down
native trail
R by ponds
come out by barn
1 1/2 - 2 mi

carry out negotiations with Bethel Horizons staff
hire BH cook (liaison with FOOD committee)

site specifics:

singing area bottom of main field/in barn

additional showers

beer area/tent barn

use of barbecue

spillover dining space

rent a marquee? (dining/singing)

locate registration/administration area (work with REGISTRATION) barn?

mass dance/workshop areas (work with SOCIAL & WORKSHOPS)

signs for all areas (work with REGISTRATION) - durable materials

amenities

first aid (work with TOURS)

locate Saturday dance hall (work with SOCIAL, FOOD, & TOURS)

investigate PortaLoos

- attractively produced } BEYAN
(in advance)

yellow/green
bandannas
to mark OAM
sites

NO
"SING HERE" signs!

CORRESPONDENCE

Dec. 1

initial invitation letter in late fall

reply card w/ estimate

workshop questionnaire

space for suggestions

date, time, and place info

registration mailing in early spring

registration form (work with REGISTRATION)

update site info

dietary requirements

child care (co-op or paid? numbers?)

bed, bunk, or tent?

T-shirts? souvenir?

mass dances (work with TOURS)

schedule (with TOURS)

climate info (with TOURS)

travel plans?

MAP
temporary } parking
permanent }

BARN IS WHERE
IT'S AT AT
NIGHT! Be warned.

confirmation of registration & information packet
confirmation (work with REGISTRATION)
sleeping space, food, child care, T-shirt, fees
map & directions (work with TOURS)
recap of mass dances (with TOURS)
detailed schedule (with TOURS)
recommended gear (with TOURS)
designated travel person (with TOURS)
request for notification of travel plans (with TOURS)
publish participant list
publish internal memos (w/ Lynn)
provide site (emergency) contacts--address & phone

FINANCE

request budget from each committee
rewrite grant proposal? Wisc. Arts Board 11/3 (with FUNDRAISING)
develop registration fee (with REGISTRATION)
approve **all** expenditures
consider scholarships
update budget and coordinate with all committees
generate report at end of Ale
preserve documents and pass on to next Ale committee
possibly set up checking acct.

FUNDRAISING

revise WAB proposal (with FINANCE)
contact corporate sponsors
contact Wisc. Humanities Committee
approach tour sites (with TOURS)
advertising in brochures? (with PUBLICITY & FOOD)

Do not get carried away!

PUBLICITY

notify local media of Ale schedule

- radio

- TV

- local/weekly papers (with TOURS)

- major newspapers

- Wisconsin Trails*, DNR, Gov. Dodge, dance newsletters

produce and distribute poster (with TOURS)

produce handout/brochure

accumulate & distribute clip file (with CORRESPONDENCE)

- collect photos/text from media

arrange for a **black&white** photographer (with FINANCE)

TOURS & TRAVEL

bus/airport pickup & dropoff

make up mass dance list

- instructions

- music

- notes

operate mass dancing

develop & distribute schedule

- sites & times

- mass/show dances

liaison with tour site operators

map & directions to site (give to CORRESPONDENCE)

designate tour leaders for each bus

coordinate buses & private cars (specify wait at site & get OK)

coordinate travel to & from events (work with SOCIAL)

designate gig leaders ahead of time (experienced dancers)

develop rain plan (with SITE)

coordinate lunches (with FOOD)

Watchword: good communication

WORKSHOPS

6 workshops approx.

handle leaders individually
possible workshops:

- Beermaking (Leif--by Dec.)
- Injury Prevention/Morris Medicine (Rick N.
possible poster, handout, or talk)
- some obscure tradition
- Busking & Mouthing Off (Art)
- Scan Dancing (Greg)
- Minneapolis (Libby?)
- Basque (TN chap)
- Fool's Jig (Jeff)
- Clogging (Woody, John)
- Fooling & Characters (Glenna & John)
- Garland (Brasstown)
- Sword/Rapper

FOOD

Yay, let's hire the BH cook!

food preferences--veggie, etc. (with CORRESPONDENCE)

develop menu (with SOCIAL)

solid brunch on Mon.

snacks & liquids on buses (with TOURS)

coordinate food cleanup committee

liaison with cook (with SITE)

purchases food (with COOK)

coordinate alimentary amenities

lunches on tours (with TOURS)

feeding sites (with TOURS & SITE)

Ethanol Subcommittee

beer (Leif or Cap. Brewery)

mead & metheglin

non-alcoholic

SOCIAL/EVENTS

works with TOURS & SITE

Sat. contra dance

musicians (hire band)

callers

hall (with SITE & TOURS)

refreshments (with FOOD)

Sun. feast & foolery

demonstrations

skits

singing

bizarre OAM ritual

coordinate alumni nostalgia

Congleton Ale

awards

solicit photos for Ale retrospective (with CORRESPONDENCE)

"artifacts & explicit things"

posterboards by year in barn

childcare

REGISTRATION

site map (work with SITE)

produce buttons

get & sell T-shirts (with PUBLICITY & FINANCE)

coordinate design

check in participants *staff registration desk whenever in-site*

set up bulletin boards & on-site communication (with SITE)

messages

official info

in dining room / gameroom / lounge

sleeping arrangements (with SITE)

lost & found (with SITE)

on-site amenities--crutches, first aid

registration paperwork (with CORRESPONDENCE)

coordinate travel (with TOURS)

designate & staff contact phone