



SJN 20th Annual Auction

Saturday, November 21, 2009

Volunteer Sign-up

Walk this way to the fun and excitement of our 20th annual auction.

This is your opportunity to choose the right job and help make our auction a huge success! Committee chairs will contact you to confirm specific dates and times, this form helps us to identify your areas of interest. Our goal is to find a place for everyone to get involved!

Complete the form by marking the areas that you or your spouse would like to help. Place an M (mom), D (Dad) or B (Both) in the space provided. If you have any questions please call Tatum Darby at 238-9485 or tdarby@sc.rr.com. *Please return this form with your child to school by Thursday, October 1st.*

Name: (M) _____ (D) _____

Phone: (M) _____ (D) _____

Email: (M) _____ (D) _____

Teacher of Youngest Child: _____

_____ I am flexible and would be willing to be contacted as needed.

Race Day (Erin Galloway, Chair) Sunday, November 15.

_____ I will serve on the committee for this event

Skate Night (Erina Flowers, Chair) Tuesday, November 17.

_____ I will serve on the committee for this event

Spirit Week (Marti Schottelkotte, Chair) Week of November 16.

_____ I will serve on the committee for this event

Packaging (Kim Ryckebosch, Chair): Help package silent auction items, this begins approximately 2 weeks prior to the auction.

_____ Mornings _____ Afternoons _____ I can help deliver packaged items to the school Friday morning

Decorations (Alexandra Parks, Chair): Assemble and set up tables in the gym. We need moms and muscles (dads) to help setup tables.

_____ Thursday (Nov. 19) 3-5pm

Help set-up decorations on the day before the auction. Volunteers are needed all day, so stay as long as you can or plan on a 2 hr shift from 8am until 8pm on Friday, Nov. 20:

_____ 8:00 – 10:00am _____ 10:00 – 12:00pm _____ 12:00-2:00pm _____ 2:00-4:00pm

_____ 4:00 – 6:00pm _____ 6:00 – 8:00pm

Silent Auction Set-up (Nancy Garrett, Chair): Help with set up of silent auction items.

_____ Friday (Nov. 20) 2 hour shifts from 8 until 3; preferred time: _____

Classroom Auction Items (Tanci Monfils, Chair): Help with set-up & display of classroom auction items

_____ Friday Morning (Nov. 20)

Check-In (Jhoanna Pineda-Kim, Chair):

_____ 1st shift (6:00-6:45pm) _____ 2nd shift (6:45 -7:30pm)

Food Committee (Stephanie Studnicka, Chair):

_____ Pick up food. Meet at school at 3pm on Saturday

_____ Set-up: Saturday at 4:30 meet in SJN gym for food set-up

_____ Serve: Keep tables refreshed in one hour shifts from 6 until 10pm; preferred time: _____

_____ Bake a dessert. Deliver to school on Friday or Saturday

Live Auction (Diana Williams, Chair):

_____ Spotters: Watch for people bidding and report to auctioneer

_____ Movers: Dads needed to help move live auction items for display during live auction.

Security (JJ Darby, Chair): Recruiting Dads for 1hr shifts to help with security of auction items and to collect bid sheets once bidding is over.

_____ 6:00-7:00pm _____ 7:00-8:00pm _____ 8:00-9:00pm _____ 9:00-10:00pm

Data Entry (Susan Steck, Chair): Volunteers needed that evening to help enter bid numbers.

_____ 7:00-8:00pm _____ 8:00-9:00pm _____ 9:00-10:00pm _____ 10:00 - 11:00pm

Check-out (Lisa Schmidt, Chair): Cashiers needed to enter bid winners into computer, run receipts and credit card machines. Runners needed to retrieve items won from silent auction area.

_____ 1st Shift Cashier (9:30 - 10:30 pm) _____ 2nd Shift Cashier (10:30 - 11:30 pm)

_____ 1st Shift Runner (9:30 - 10:30 pm) _____ 2nd Shift Runner (10:30 - 11:30 pm)

Clean-up (Chris Tosh, Chair): We need a lot of help to make this process go quickly!

Monitor and empty trash containers:

_____ 1st Shift (6:00-7:00pm) _____ 2nd Shift (7:00-8:00pm) _____ 3rd Shift (8:00-9:00pm)

_____ 4th Shift (9:00-10:00pm) _____ 5th Shift (10:00-11:00pm)

Bus Tables:

_____ 1st Shift (6:00-7:00pm) _____ 2nd Shift (7:00-8:00pm) _____ 3rd Shift (8:00-9:00pm)

_____ 4th Shift (9:00-10:00pm) _____ 5th Shift (10:00-11:00pm)

Morning After: We're calling on awesome dads with big muscles (and hearts) to help break down tables the morning after the auction.

_____ 10:30am on Sunday, November 22