

“SILVER ANNIVERSARY”

25 YEARS AND STILL GOING STRONG

TANNEHILL 2010

SEPTEMBER 9th to 11th, 2010

FORGE ASSIGNMENTS

AUCTION/SHOW & TELL

BAY/ SELMA

REGISTRATION

CULLMAN

IRON-IN-THE-HAT

AUBURN

GIFTS

VULCAN

GREEN COAL

ATHENS

SECURITY

NORTH SAND MTN. / NORTHWEST AL

SETUP/TAKEDOWN

TUSCALOOSA / HUNTSVILLE / WIREGRASS

ASSIST DEMONSTRATORS & FAMILY ACTIVITIES

MONTGOMERY / PHOENIX CITY

RESPONSIBILITIES

Auction/Show and Tell

Set up table and signs in tent indicating proper placement for items.

Provide forms and tags as required to indicate donor or owner.

Show & Tell item tags should indicate if item is/is not for sale.

Provide runners to assist the auctioneer before and during the sale.

Registration

Provide two persons to assist the Secretary-Treasurer at the Registration table. If possible, provide a third to oversee the sale of T-shirts and Publications.

Iron-In-The-Hat

Provide and sell tickets, set up display table and signs, and oversee drawing.

Gifts

Gifts are to be provided for leaders of Family Activities and other designated recipients. Forged items desired. Assume 12 gifts to be provided.

Green Coal

Coordinate with Setup Forges to get canopy set up if needed.

Coordinate with Conference Director or Assistant on location for class.

Arrange for forging equipment, including forges, anvils, vises, hammers, tongs, coal, slack buckets, and any other items needed.

Provide stock material for intended projects.

Assure First Aid supplies and safety glasses are provided.

Check with Registration for names signed up for class.

Allow only participants into immediate class area.

Discourage good-intenders from interfering with instructors.

Send each participant home with a keepsake.

Security

Encourage a low-key friendly atmosphere.

Avoid any semblance of high-handiness.

Make every effort to accommodate guest's desires.

Observe that demonstration observers have registration badges.

Provide and encourage the use of safety glasses.

Setup/Takedown

Solicit the help of all AFC members present to assist in removing equipment from the storage rooms and setting it up.

Stand by to assist the demonstrators in unloading their equipment and setting it up.

Assure coal supply and quench water is provided.

Assure equipment and properties are returned to storage at conclusion of conference.

Assist Demonstrators and Family Activities

Check frequently with demonstrators for any needs such as drinking water, paper towels, coal, stock, flux, etc.

Coordinate with Family Activities Manager for location and equipment needed for each family activity.

Maintain liaison with the Activity Manager and each leader to provide on-the-spot immediate support.