

2009 - Tech/Socorro Amateur Radio Associations Hamfest Preparations

| Order | Due Date | Status | Item | Responsible | Location/Destination |
|-------|--------------|---------|-------------------------------|-----------------------------|-------------------------------|
| 1 | Wed 9/23/09 | done | get addresses from ARRL | Mauger | send to Johnson |
| 2 | Thu 9/24/09 | done | finalize location for banquet | Frawley | San Miguel Parish Hall |
| 3 | Thu 9/24/09 | done | Finalize banquet insurance | Lommen | |
| 4 | Thu 9/24/09 | done | Contact caterer | Johnson | |
| 5 | Thu 9/24/09 | done | Reserve tables | Johnson | |
| 6 | Sun 9/27/09 | done | finalize flyer | Finley | |
| 7 | Sun 9/27/09 | done | transmit flyer to Johnson | Finley | djohnson@nmt.edu |
| 9 | Mon 9/28/09 | done | print flyers | Johnson | NMT Print Plant |
| 8 | Sat 10/3/09 | done | import & clean address file | Johnson | 1307 Lopezville |
| 10 | Sat 10/3/09 | done | print addresses on flyers | Johnson | 1307 Lopezville |
| 11 | Tue 10/6/09 | done | fold flyers | NMT Print Plant | take to Brauns? |
| 12 | Sun 10/11/09 | done | bulk sort | Grey | EOC |
| 13 | Mon 10/12/09 | done | take to post office | Grey | P.O. |
| 14 | Mon 10/12/09 | in prog | relax/have a cold one! | All | wherever you find yourself |
| 15 | Fri 10/30/09 | | Table pickup | Leavitt, Johnson, et al. | NMT Warehouse to Fire Academy |
| 16 | Fri 10/30/09 | | Hamfest set up | TBA | Fire Academy |
| 17 | Sat 10/31/09 | | Hamfest & Hamfest take down | TBA | Fire Academy |