

ATOS Summer Youth Adventure Administrative Details

Event Year: 2014

Dates: _Aug 3 – Aug 8, 2014

Location: __Portland, OR

Local host: _Oregon chapter/Columbia River chapter

Local contact: Jonas Nordwall Ph. 503-246-7262 Email:
jgnordwall@comcast.net

Board Members: Jelani Eddington

Event Director: _Jonas Nordwall

Staff:

_Donna Parker Instructor

_Jelani Eddington Instructor

_Martin Ellis Instructor

_Chris Elliott Guest Instructor

Event documentation (photos, video, etc.) Mike Bryant/Marc Gerlack

Hotel: Marriott Residence Inn Portland Airport Hotel Rate: \$ 130

Venues: (place/function/host)

_Cleveland High School/3/24 Kimball-Wurlitzer Rob Kingdom

_Scottish Rite Temple/3/18 Wurlitzer (w/add'l 2-manual console)

_Oaks Park Rink 4/18 Wurlitzer Keith Fortune

_First United Methodist Church 4/1011 hybrid Jonas Nordwall

- Bill Keller residence Allen TO 5 Olympia WA Bill Keller**
- Jerry Gould 3/34 Wurlitzer Maple Valley WA Jerry Gould**
- Merlyn Johnson Wurlitzer 3/24 Tacoma WA Merlyn Johnson**

Curriculum Outline (by day/event/purpose) -

Day 1 - Aug. 3 5 pm get acquainted pizza buffet and jam session at FUMC PDX

Day 2 Aug 4 All day teaching sessions with all faculty at Cleveland and Scottish Rite.
Evening session with Don Feely at hotel meeting room.

Day 3 Aug 5 morning teaching session with Chris Elliott lecture and demonstration on silent movie scoring techniques. Afternoon one on one sessions with faculty in afternoon at both Cleveland and Scottish Rite.

Day 4 Trip to Olympia, Maple Valley and Tacoma installations with faculty.

Day 5 teaching session with Chris Elliott hand on with students on silent movie scoring techniques. One on one sessions with faculty in afternoon.
Evening visit to Oaks Park Skating Rink.

Day 6 Morning session at Oaks Park Rink. Afternoon practice with faculty supervision for mini concert.
Awards banquet on Cleveland Stage followed by mii concert by students (sponsored by Oregon and Columbia River Chapters.)

BUDGET:

EXPENSES

Staff remuneration: (Name/function/Amount)

_Jonas Nordwall	_____	\$ _2,000.00
_Donna Parker	_____	\$
_2,000.00		
_Jelani Eddington	_____	\$ _2,000.00
_Martin Ellis	_____	\$ _2,000.00
_Chris Elliott	_____	\$ _1,000.00
_Don Feely	_____	\$ _ 250.00

Total Staff Remuneration: \$ _ 9,250.00

Travel/airfare: (Name/city of origin/travel expense):

Staff 1: _Jelani Eddington	_____	\$
_500.00		
Staff 2 : _Martin Ellis	_____	\$ _500.00
Staff 3: _Chris Elliott	_____	\$ _300.00

Total staff airfare: \$ __1300.00

Hotel/lodging: Number of nights total for staff -

Staff 1: _Donna Parker	Total nights: _5 nights
Staff 2: _Jelani Eddington	Total nights: _7 nights
Staff 3: _Martin Ellis	Total nights: _7 nights
Staff 4: _Chris Elliott	Total nights: _4 nights

Total nights: 23 Price per night - \$ \$130 Total staff hotel: \$ \$2990

Group Organized Meals (Day/Meal/cost): TBA/est \$ \$1,800.

Ground transportation:

Vans - Rent 2 vans \$2,200

Rental Cars (specify names, dates, purpose) 0

Airport 0

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Venue-related expenses:

Rent Cleveland High School \$75/hr for 32 hrs \$2,400.00

Rent First United Methodist Church \$100.00

Custodial 0

Organ prep 0

Staff 0

Other

Administrative expenses: 0

Equipment: Binders

Printing certificates/folders

Printing curriculum notes

Notebooks, pens etc. \$200.00

Other: 0

Total Expenses: \$20,240

Budgeted Scholarships
\$5,000

REVENUE

**Registration: Per student - \$ 295.00 Total students/fee - 10
students = \$ 2950**

Grants:

\$16,400 from anonymous gifts

Others:

Chapter Sponsorships: TBA Possible sponsors

Chapter: EMCATOS	Amount: \$
Chapter: Puget Sound	Amount: \$
Chapter: Columbia River	Amount: \$
Chapter: Oregon Chapter	Amount: \$
Chapter: New York chapter	Amount: \$
Chapter: Nor-Cal	Amount: \$
Chapter: Dairyland	Amount: \$
All TBA	

Total Revenue: \$19,350.

Total possible cost (including scholarship max) \$25,240

ATOS Budget Support: \$ Unknown

Checklist - all completed

Review previous year's After-Action report (Director and Board reps)
Journal Article
Journal AD
Website information
Event PR (photos, video)
Mailing to prior participants
Hotel contract (via CPC)
Venue contracts
Staff contracts
Vans/ground transportation
On-site support staff
Local meals
Budget
Curriculum
Registration forms
 Parental consent forms
 Special needs information (diet, transport, ADA)
General evaluation forms for student/parent review
Annual after-action review of event

Expectation of a full report to be presented at ATOS Mid Year Board Meeting

STAFF CONTACT INFORMATION

On all file

VENUE CONTACT INFORMATION N/A