

Dream a Bigger Dream

Annual Gala Benefit Auction

2009-2010 PNA AUCTION COMMITTEE CALENDAR

August

- 17 Back-to-School BBQ/Meet-the-Teacher Night
- 21 Classroom Coordinator orientation (re. PA & Auction) 8:30am
- 22 VIP auction unveiling @ Maurer's 7pm
- 26 Executive Auction Committee Meeting, 8:30
- 27 Curriculum Night / Auction Welcome Reception / Parent Auction Packet, 6:30-9 pm

September

- 1 Early Bird/Fall Event Sponsor deadline
- 4 First Auction Committee Meeting, 8:30am (coffee/NYBD)

October

- 1 Premier Sponsor deadline
- 2 Auction Committee Meeting, 12pm
- 24 "Taste of Fall," 6pm-12am at Hilton

November

- 2 Auction Procurement Push Week
- 6 Auction Committee Meeting, 2-3pm
- 6 Procurement Celebration Party, 7pm (TBA)

December

- 4 Auction Committee Meeting, 8:30am
- 15 Classroom baskets due
- 15 Classroom projects complete
- 15 300 Items Goal!

January

- 8 Joint Auction/PA Meeting, 2-3pm
- 15 Auction Meeting, 8:30am
- 20 Live Pick?
- 22 Auction Meeting, 2-3pm
- 22 Catalogue soft cut-off
- 29 Auction Meeting, 12pm
- 29 Catalogue hard cut-off, finalize, to printer

February

- 5 Auction Meeting, 2-3pm
- 5 RSVP cut-off
- 12 Joint Auction/PA Meeting, 2-3pm
- 18 Auction set-up after school
- 19 Auction set-up (no school)
- 20 **Auction!!!!**
- 21 Auction clean-up

*You've Got
Questions?
We've Got
Answers!*

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