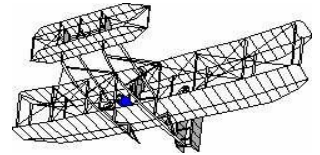


General Chair:
Steve & Sharry Hayden
937-233-7180
steve@HaydenInc.com

Dancin' Wright in the Birthplace of Flight

46th Buckeye Dance Convention
Dayton - May 5-6, 2006
www.Dayton2006.com



Vice Chair:
John & Elaine Stocker
937-339-1706
jestocker1233@hotmail.com

August 1, 2006

I would like to say **"Thank You"** to everyone who helped make 46th Buckeye Dance Convention a success.

In this final report, you will find a brief summary of the pertinent committees. There is a detailed report of the financials at the end of the report.

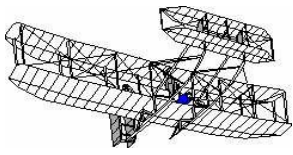
To summarize some of the highlights of the Convention, we had 1170 total attendance. There were approximately 45 guests, 78 square dance callers, 41 round dance cuers, 13 C&W dance instructors, **21 Folk Dance instructors**, 7 Contra prompters and 9 Clogging instructors.

We did not have camping available. We had two hotels available. The Crowne Plaza which was connected to the convention center and the Doubletree which was two blocks away. The room rate for both hotels was \$92 per night. We reserved 165 rooms at the Crowne Plaza and 30 rooms in the Doubletree. All rooms were taken by early April, 2006.

Catering provided a Leader's lounge, box lunches and beverage service on Saturday. Both after parties were held in the Crowne Plaza, which provided the room at not cost to us. We served water, coffee, soda and ice cream bars. We charged a break even price for the soda and ice cream bars. The State Corp. Luncheon was also held in the Crowne Plaza. The buffet food and service was good. The room was large enough, quiet and a reasonable distance from the Convention Center.

The Miami Valley Dance Council provided \$10,000 in seed money. This allowed us to secure the Dayton Convention Center and start ordering supplies. As of 8/1/2006 it appears that we will return the MVDC seed money along with an additional \$8,650.

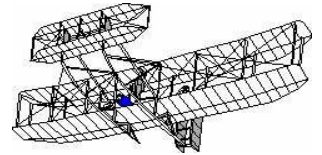
We developed our budget, \$50,000, guessed at the total number of dancers, 1,200, and came up with the cost of a ribbon \$25 per person for the weekend. Our hope was that ribbon sales would cover the cost of the convention and that we would not need any fundraising. We did have a Fundraising committee and they raised \$6,686. The most successful events they hosted were the special dances, basket raffles and split-the-pot at the convention. In the beginning we did not have the Fundraising position filled, so tee shirts were ordered and sold by the Publicity chairperson. For this reason the Fundraising and Publicity are grouped together in the ledger.



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At the very first planning meeting I set forth three goals for this convention: 1) Financially we break even 2) No one quits dancing because of working on this convention 3) Our dancing guests have a wonderful time in Dayton. With everyone's help we have met these goals. The convention was a huge success. If you have any questions or comments, please feel free to contact me.

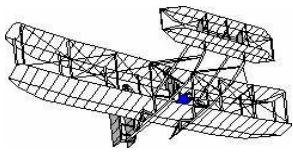
For those people planning a convention, there is a CD full of more detail than this summary report covers. Let me know if you are planning to host a convention and need more detail.

Again, thank you all, for making this a fun convention.

Steve & Sharry Hayden - General Chair
Dancin' Wright in the Birthplace of Flight
46th Buckeye Dance Convention
Dayton, Ohio May 5 - 6, 2006
www.Dayton2006.com

work:
steve.hayden@wright.edu
(937) 775-2554 (voice)
(937) 775-3807 (fax)

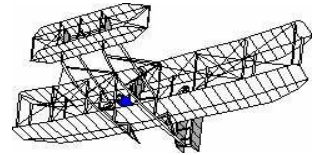
home:
5455 Gander Road South
Dayton, OH 45424-4543
steve@HaydenInc.com
(937) 233-7180



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Fundraising

Karen and Paul Lindquist, Chairpersons
(937) 884-5601
klsqdancer@msn.com

Tee Shirts:

We sold shirts @ \$10 00 each. We were on the profit side by May of 2005. We have 51 left. They were sold up to the end at the same price. Next time we need less Extra large size shirts, and more large, and / or med size shirts. We ordered 5 small, 50 medium, 100 large, 100 XL, 10 2XL, and 10 3XL.

Pre Convention raffle items:

We did 4 large items, 1 quilt, 1 afghan, 1 throw, and 1 sweetheart basket, plus the smaller items we did at the April 2 fundraiser dance. These all brought in a good profit since these items were donated.

Raffle tickets should be offered to all Convention Committee Members. No one item should run longer then 6 to 8 weeks or only offered at special dances. Raffle basket value should not exceed a cap value set by the committee.

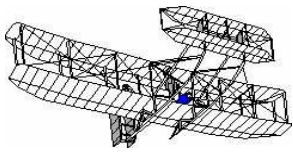
Special Dances:

The **March 19th** fund raiser dance had 155 people attend, @ \$5.00 per person, netting us \$775.00 for the door. We had 2 split the pot 1st \$117.00, 2nd one \$23.00. One split the pot drawn 1/2 hour before end of the dance. We raised \$114.00 on raffles. We sold 3 shirts for \$30.00. Totaling \$1,059.00.

Sponsor: Concord Cloverleaf Squares

They did the food, their treasurer helped at the door, and their members helped with greeting, food, cleanup, raffles and counting.

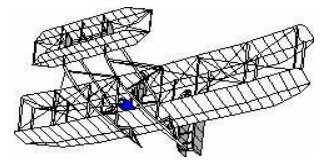
Dance Leaders: Wes Dyer, Topple McGuffy, Jason Raleigh, and Elaine Wintrow
They donated their time which helped make this a very profitable event.



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The **April 2nd** fund raiser dance had 171 people attend, @ \$5.00 per person, netting us \$855.00 for the door. We had 2 split the pot 1st one \$188.00, 2nd one \$66.00. One split the pot drawn 1/2 hour before end of the dance. We raised \$101.00 on raffles. We sold 2 shirts for \$20.00. We had a bake and candy sale raising \$118.00. We had a silent Auction raising \$211.00. Totaling \$1,559.00.

Since there was so much prep time to this dance, set up time should be longer then 45 minutes, suggest at least one hour plus. People donating items for the silent auction should set there own starting price.

Sponsor: Gem City Squares

They did the food, their treasurer helped at the door, and their members helped with greeting, food, cleanup, raffles and counting.

Dance Leaders: Ken Roberts, Jack Pladdys, Nathaniel Arnett, Stuart Lewis, and Delda McHugh

They donated there time which helped make this a very profitable event.

The **May 4th** trail-end dance had 157 people attend, @ \$5.00 per person netting us \$785.00 for the door. We had 1 split the pot \$139.00 We raised \$142.00 on raffles. We sold 5 shirts for \$50.00. Totaling \$1,116.00.

Sponsor: Kitty Hawks Squares

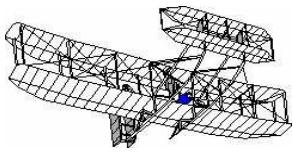
They did the food, their treasurer helped at the door, and their members helped with greeting, food, cleanup, raffles and counting.

Dance Leaders: Homer Magnet and Elaine Wintrow

They donated there time which helped make this a very profitable event.

Fundraiser committee recommends a cap to be set on all raffle baskets. None should exceed \$150.00, or even less. Example: Products of Ky. basket valued well over \$500.00. As grateful as we were to receive this and many others baskets, the cost to each Federation / Council should be limited to a maximum cost, to insure continuing participation in each State Convention.

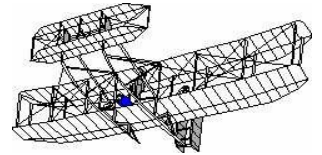
We believe having a drawing of a inexpensive door prize Friday and Sat night, during the convention, brought people to the Fundraiser tables and gave us a chance to tell them what we had for Raffles. Several stated they never come to that area, because they dance in the areas upstairs, and that the flier and door prize drawing brought them down.



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jestocker1233@hotmail.com

Registration

Sue Hayes – Chairperson
(937) 859-6217
sue.hayes@ncr.com

In January, 2005 Registration activities began with the design and ordering of the 2006 convention ribbons in March, 2005.

At the same time, the Registration Form was created, and 12,000 copies made on light blue paper. The form is included in this binder. The only mistake we made on this form was not including “Per Person” or “Each” under the Registration Fees. I had several people only send half the amount they should have, which resulted in a follow-up email or phone call. I only had 3 inquiries about camping.

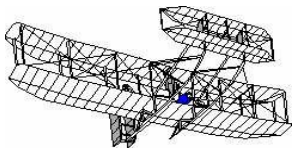
A 2006 Pre-Registration table was staffed at the 2005 convention in Cincinnati / Covington. 1 hour shifts of two people. Schedule included in binder. We received 33 registrations at that convention.

All pre-registrations were recorded in an Excel spreadsheet database. A welcome letter was sent along with the ribbons within 2 days of receipt. A double-window envelope was used for mailing which eliminated the need for address & return address labels. The return address and Addressee’s name was printed on the back of the welcome letter.

Committee chairs also checked out ribbons to sell at dances.

Volunteers were recruited to work at the Registration counter, and a reminder letter was sent 2 weeks before the convention with their scheduled date and time.

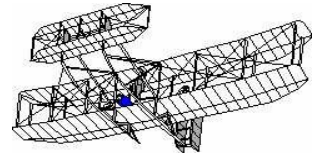
We staffed the Registration Desk at the convention with 4 people at the beginning of each day for 2 hours. After that, 2 people were able to handle the registrations with no problems. That schedule is also included.



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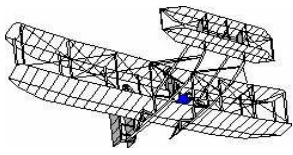
At the convention the pre-registered dancer came to the counter, and we checked them in on the spreadsheet, and gave them a Goody Bag and HANDED them a schedule booklet. It is better to hand them the program booklet, rather than already having in the bag. Comments were "Is that it?" It was very quick and easy, and the people appeared surprised. We never had any long lines. The Walk-in dancer filled out the registration form at 1 of the 3 high round bistro tables that was positioned in front of the registration area, and then came to the counter. This eliminated congestion at the registration counter.

We provided candy mints at the Registration Desk, while they lasted. These were a real hit.

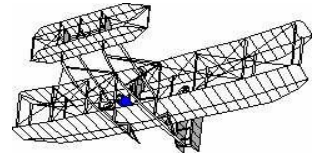
917 dancers/leaders/non-dancing guests pre-registered.
253 dancers/non-dancing guests walked-in at the convention.
Total – 1170

48 – No-Shows that were pre-registered.
7 refunds were made to leaders who canceled before the program booklet was printed.
2 refunds were given to a couple because of illness before the convention.

These final registration counts were provided to the Treasurer to pay for ASCAP Licensing fee (to State Corp) The greater of \$70.00 (minimum) or 6¢ per dancer + 3¢ per non-dancer, and State Corporation Fees of 35¢ per dancer.



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Registration Expenses:

| | |
|---|------------|
| 422 First Class postage stamps | \$162.58 |
| 1 box of 500 Redi-Seal #9 double window envelopes | 39.53 |
| 3 frames for signs at Pre-convention & registration | 12.22 |
| Printing by Wright State of 12,000 registration forms | 425.70 |
| Ribbons – ordered at Ribbons Galore – online company | 399.40 |
| No charge for printing of letters sent | |
| TOTAL EXPENSES | \$1,039.43 |

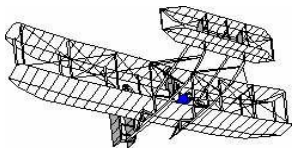
Our Budget was \$1,355 - Under budget by \$315.57

Registration form printing breakdown – Wright State Print Shop

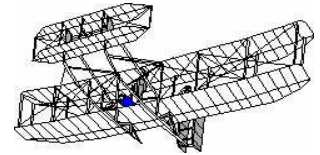
| | |
|----------------------------|----------|
| 12,000 forms x \$0.0325 | \$390.00 |
| 24 packages paper x \$0.25 | 6.00 |
| Sub-total | \$396.00 |
| 7-1/2% sales tax | 29.70 |
| TOTAL | \$425.70 |

Ribbon Order breakdown – Ribbons Galore
1780 Vernon Street, #3, Roseville, CA
916-773-8313 - <http://www.ribbonsgalore.com/>

| | |
|--|-----------|
| 1 Custom Design Setup Engraved Plate | \$ 30.00 |
| 200 – 2" x 8" Blue – Staff @ 0.17 | 34.00 |
| 120 – 2" x 8" White – Vendor @ 0.17 | 20.40 |
| 1500 – 2" x 8" Red-White-Blue – Friday/Saturday @ 0.21 | 315.00 |
| Free Shipping | |
| TOTAL | \$ 399.40 |



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| Final Registration Numbers | | | | |
|-----------------------------------|-----------------------|----------------------|----------------------|--------------|
| | Before March 1 | After March 1 | At Convention | Total |
| Friday Only | 21 | 8 | 22 | 51 |
| Saturday Only | 91 | 15 | 94 | 200 |
| Fri. & Sat. | 658 | 102 | 114 | 874 |
| Total Dancers | 770 | 125 | 230 | 1125 |
| Guests | 5 | 17 | 23 | 45 |
| Total | 775 | 142 | 253 | 1170 |

917 people or 78.4% of the total, registered before the convention. These people were put into a data base. There were 253 people that registered at the convention and are not in the data base.

All of the following tables were generated from the 917 people that are in the data base. Not every one filled out all the information requested.

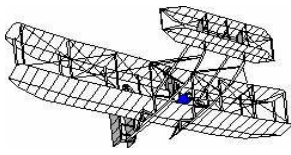
| Types of Dancing | | | | | | | |
|-------------------------|--------------------------------|--------------|---------------|--------------|-------------|-------------|--------------|
| | Square | Round | Contra | Lines | Clog | Folk | Total |
| Leaders | 78 | 41 | 7 | 13 | 9 | 21* | 169** |
| Dancers | 654 | 261 | 56 | 75 | 25 | 37 | 1108*** |
| Dancers/Leader | 8.4 | 6.4 | 8.0 | 5.8 | 2.8 | 1.8 | |
| | Average Dancer / Leader | | | | | | 6.6 |

*** Not including the five member Folk Band**

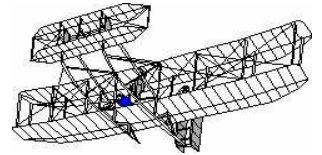
** Some leaders are active in more than one type of dance and were counted more than once.

** Some dancers are active in more than one type of dance and were counted more than once.

Dance Leaders and their partner get in for free (when they show up at convention) and get lunch and refreshments in the Leader Lounge. This is an area that should be looked at very closely. There is a room charge, sound equipment charge and leader lunch balanced against the number of paying dancers.



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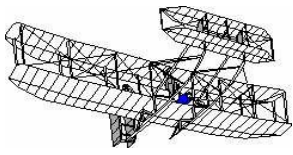
| 654 Square Dancers | | | | |
|---------------------------|-------------|--------------|-----------------|-------------------|
| Mainstream | Plus | DBD** | Advanced | Challenge* |
| 44 | 533 | 122 | 69 | 8 |
| 6.7% | 81.5% | 18.7% | 10.6% | 1.2% |

- * We did not have enough Challenge Leaders to offer Challenge dancing.
- ** The DBD dancers were also counted in Plus, Advanced or Challenge.
- *** The percentage is the percentage of Square Dancers. For example, 44 Mainstream Dancers / 654 Total Square Dancers = 6.7% were Mainstream Dancers.
- **** The highest level a dancer indicated they could dance is what was counted. For example, if a dancer indicated Mainstream and Plus, they were counted under Plus.

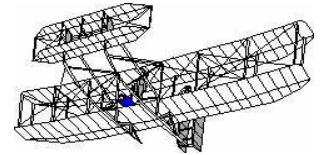
| 261 Round Dancers | | | | |
|--------------------------|------------|-----------|----------|-----------|
| II | III | IV | V | VI |
| 114 | 10 | 119 | 0 | 18 |
| 43.7% | 3.8% | 45.6% | 0% | 6.9% |

- * The percentage is the percentage of Round Dancers for that phase. For example, 114 Phase II Dancers / 261 Total Round Dancers = 43.7% were Phase II Round Dancers.
- ** The highest level a dancer indicated they could dance is what was counted. For example, if a dancer indicated Phase II / III, they were counted under Phase III.

| Attendance by Council / Federation | | | | |
|---|----------------|----------------|--------------|---------------------|
| | Leaders | Dancers | Total | Fed. / Total |
| Miami Valley Dance Council | 67 | 297 | 364 | 39.7% |
| Southwestern | 19 | 120 | 139 | 15.2% |
| Central | 35 | 89 | 124 | 13.5% |
| Akron | 8 | 88 | 96 | 10.5% |
| Cleveland | 8 | 61 | 69 | 7.5% |
| Out of State | 21 | 43 | 67 | 7.3% |
| Toledo | 7 | 19 | 26 | 2.8% |
| Midwestern | 3 | 22 | 22 | 2.4% |
| East Central | 6 | 4 | 10 | 1.1% |
| Total – guests | 174 | 743 | 917 | 100% |



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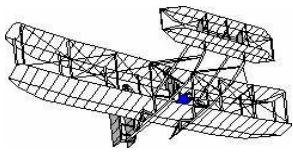
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| Attendance by MVDC Club Dancers | | |
|--|----------------|-------------------|
| Club | Dancers | Percentage |
| Cardinal Squares | 5 | 1.8 |
| Clinton County Country Squares | 8 | 2.8 |
| Concord Cloverleaves | 20 | 7.0 |
| Country Cousins | 6 | 2.1 |
| Curli-Q's | 13 | 4.6 |
| Double H Squares | 10 | 3.5 |
| Gem City Squares | 51 | 17.9 |
| Grand Squares | 25 | 8.8 |
| Hi Point See-Saws | 19 | 6.7 |
| Hoosier Corners | 13 | 4.6 |
| Kitty Hawks | 46 | 16.2 |
| Miami Valley Folk Dancers | 16 | 5.6 |
| Miami Valley Rounds | 2 | 0.7 |
| National Carousel | 2 | 0.7 |
| Shooting Stars | 14 | 4.9 |
| Super B's | 18 | 6.3 |
| Whirlaways | 4 | 1.4 |
| Yellow Rockers | 13 | 4.6 |
| Total Dancers | 285 | 100.0 |

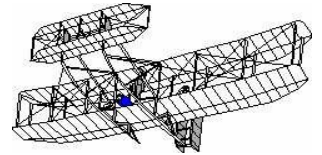
The **Attendance by Council / Federation Table** indicates that the Miami Valley Dance Council had 297 dancers attend the convention. While the **Attendance by MVDC Club Dancer Table** indicates 285 dancers attended the convention. This shows that 12 dancers from the MVDC did not indicate a MVDC club affiliation.



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Catering

Marilena Thompson – Chairperson
(937) 438-2182
Marilenam6@aol.com

Water:

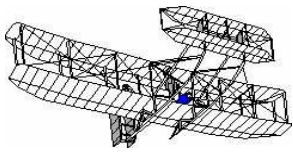
We used water stations with portable coolers full of ice water, pitchers plus cups @ \$6/pitcher per day. Total pitchers used were 84, cost was \$504 plus 20% service charge. We had a savings from the 2001 Convention when standing bottle coolers were used @ \$50 per cooler plus \$30 per 5 gal bottle times 18 stations per day.

Leaders Lunch:

Rm 301 was used as the Leaders Lounge. Coffee and water were available from 7 pm to 10 pm Friday and from 9 am to 10 pm Saturday. Lunch was served from 11:30 to 2:30 Saturday. We paid for lunches, water and coffee. Lunches were \$11.95 plus 20% service charge. Coffee was \$23 per gal and water \$6/pitcher per day. 160 lunches were ordered with an assortment of sandwiches plus sodas. The sandwiches were 30 baguettes, 30 Italian hoagies, 16 vegetarian wraps, 28 turkey, 28 ham, and 28 roast beef. They were delivered in a staggered schedule from 11:30 to 2:30. Everyone enjoyed the meal.

State Corp Lunch:

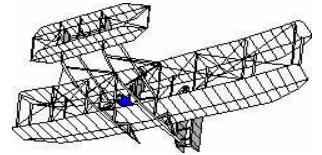
Saturday from 12 to 1 with meeting from 1 to 3. I sent invitations to each Federation, Council, and Honor Couple: a total of 28 invitations with an RSVP of April 30th. We had 84 reservations. Lunch was served in the Miami Room of the Crowne Plaza Hotel. We were charged \$16.75 + tax and service charge per person for their deli lunch buffet. We charged \$25 per person. The room was set up with round tables, white table cloths and red napkins. A podium on a riser with a PA system was in front of the room. A table was set up at the room entrance with a list of attendees who were checked off on arrival.



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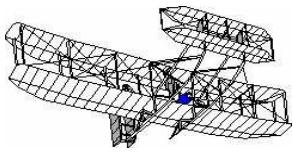
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After Parties:

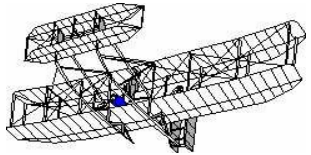
Friday and Saturday 10:30 pm to 1 am. Van Cleave Ballroom, Crowne Plaza Hotel. The room was provided at no cost. Set up was informal with 12 round tables with white table cloths, mirrors and candles set up in the middle of the room. In the front was an 8 foot table on an 18 inch riser with a PA system for the callers. We danced on carpet. In the rear was a coffee and soda station and a portable freezer with an assortment of ice cream bars. We charged \$2 per ice cream bar (our cost) and \$1.75 per soda. Coffee cost us \$23 per gal and was free to the dancers. We served 125 ice cream bars, 7 gals of coffee and 18 sodas on Friday and everything went well. Saturday, the Akron Federation served. They used 122 ice cream bars, 3 gals of coffee, and 3 sodas. Unfortunately they ran out of ice cream. The Crowne Plaza had assured us 400 ice cream bars would be on hand.

Suggestions:

Have at least three people on the committee: One to monitor each lunch, one to monitor water, and two for the After Party.



Dancin' Wright in the Birthplace of Flight



General Chair:
Steve & Sharry Hayden
937-233-7180
steve@HaydenInc.com

46th Buckeye Dance Convention
Dayton - May 5-6, 2006
www.Dayton2006.com

Vice Chair:
John & Elaine Stocker
937-339-1706
jestocker1233@hotmail.com

Vendors

Ken & Myrna Allen - Chairpersons
(937) 426-4165
kenneth.r.allen@earthlink.net

1. GENERAL:

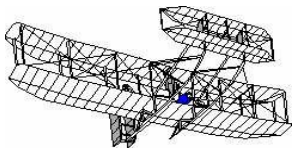
As chairmen, we were appointed about 24 months prior to the event. The order of significant activities was:

- Determine layout and number of booths available
- Develop a contract with the Convention Center's contractor for staging. This helps to establish the cost to us, the charge to the vendors, and the budget to be submitted to our convention treasurer
- Coordinated with Convention Center about extra cost items, i.e. electrical and telephone
- Attend proceeding two years of conventions talking with the vendor chairmen & developing a vendor list.
- At immediate preceding convention, passed out flyers advertising to the vendors
- Developed letters to acknowledge receipt of reservations, to update vendors with plans which were mailed about December of preceding year, reminder for second payment, and final instructions mailed 1st of April.
- During the last month confirm arrangements with curtain contractor, electrical supplier, and coordinated with fellow convention committee members to understand changes in schedule and space.

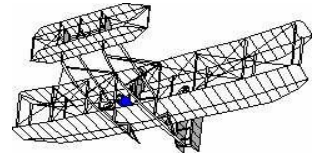
In the end we planned for 60 booths and sold 59 booths to 17 vendors.

2. LIST OF VENDORS:

| | | | | | |
|---|----------------------------------|--------------|-----------------------|-------------------------|--|
| 1 | Pat's Square Dance Boutique | Pat Taylor | 815 Sherwood Rd | Mitchell, IN 47446 | 812-849- 5557 772-464- 6246 c |
| 2 | Sandy's Square Dance Boutique | Sandra King | 900 Anita St. 2560 | Ft. Pierce, FL 34982 | 772-332- 2201 |
| 3 | Jan's Square Dance Shoppe | Jan Dawson | Eastpoint Dr. | Lexington, KY 40516 | 859-299- 2820 |
| 4 | Petticoat | Diane Carter | P.O. Box 428 | Altus, OK | 580-477- |



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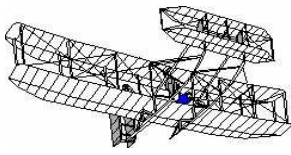


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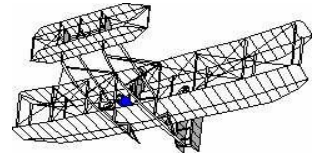
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| | | | | | |
|----|--------------------------------|-----------------------------|----------------------------------|--|--|
| | Junction - Oklahoma | | | 73522 | 1301 |
| 5 | Mabon's Country Store | Bryce & Ruth Mabon | 6450 Cutler St. 5107 | Waterloo, Iowa 50703 | 319-234- 3327 |
| 6 | Royal Petticoat Junction | Joyce Reck Merrill & | Columbus Ave | Anderson, IN 46013 | 765-644- 3337 |
| 7 | Always Charming by Jene | Beverly Bennett | 1612 Rosebud Ln 662 | Greenwood, IN 46143 | 317-513- 9041 |
| 8 | Gateway Dancewear | Robert White | Greensleeves Dr | Fenton, MO 63026 | 636-343- 0036 |
| 9 | D & R Total Image | Ralph MacDonald Ken & | 32 Oak St | Colora, MD 21917 | 410-658- 6108 |
| 10 | Dance for Less | Sharlene Barlow | 125 Cutshall Town Rd 6718 | Marshall, NC 28753 | 828-856- 2473 |
| 11 | BJ's Square Dance Apparel | Barbara J. Wentler | Thunder Moutain | Efland, NC 27243 | 919-563- 4532 |
| 12 | Magnet Tours & Travel | Valerie S. Magnet | 156 White Gravel Rd | Minford, OH 45653 | 740-820- 8594 |
| | Pearl's of Raleigh, Sq Dnc | Billie A. Abunatly(?) | 2109 Jones Franklin Rd | Raleigh, N.C. 27606 | 919-851- 0794 h 919-851- 2753 |
| 13 | Fsh | Mary C. Knieriem | 202 Dream Valley Ln | Pearisburg, VA 24134 | 540-921- 1833 |
| 14 | Star Promenade | | | West Jefferson, OH 43162 | 614-879- 7079 |
| 15 | Lazy J. Western Wear Outlet | Larry Johnson | 5055 St. Rt. 29 | Dayton, Oh | 937-901- 8116 |
| 16 | Smokin In Rail City | Jack Pladdys Sue | 3576 Jayfred Cir 3 Stinton | Dayton, Oh 45432 Miamisburg, OH 43542 | 937-901- 8116 937-353- 3335 |
| 17 | Simply Unique | Middlestetter | Lane | | |



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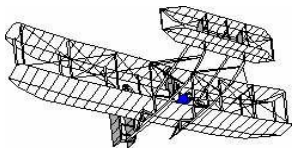


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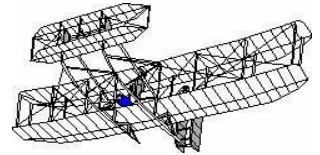
| Vendor No. | Business Name | POC | email |
|------------|---|---|--|
| 1 | Pat's Square Dance Boutique | Pat Taylor | optaylor51@aol.com |
| 2 | Sandy's Square Dance Boutique | Sandra King | |
| 3 | Jan's Square Dance Shoppe | Jan Dawson | durwind2@aol.com |
| 4 | Petticoat Junction - Oklahoma | Diane Carter Bryce & Ruth | sales@petticoatjunctionok.com |
| 5 | Mabon's Country Store Royal Petticoat Junction | Mabon | bdmabon@kca.net |
| 6 | Always Charming by Jene | Joyce Reck Merrill & Beverly Bennett | ccreck@aol.com mbjbennett@yahoo.com |
| 7 | Gateway Dancewear | Robert White | |
| 8 | D & R Total Image | Ralph MacDonald Ken & Sharlene | dmacdonald@zoominternet.net |
| 9 | Dance for Less BJ's Square Dance | Barlow | dance4less@aol.com |
| 10 | Apparel | Barbara J. Wentler | lewbjs@msn.com |
| 11 | Magnet Tours & Travel | Valerie S. Magnet | magnettours@yahoo.com |
| 12 | Pearl's of Raleigh, Sq | Billie A. | |
| 13 | Dnc Fsh | Abunatly(?) | |
| 14 | Star Promenade Lazy J. Western Wear | Mary C. Knieriem | starbrightdesign@i-plus.net |
| 15 | Outlet | Larry Johnson | lazywestern@boydcom.com |
| 16 | Smokin In Rail City | Jack Pladdys | |
| 17 | Simply Unique | Sue Middlestetter | sunique@woh.rr.com |



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3. CURTAIN CONTRACTOR:

Our curtain contractor was very professional and easy to work with. Since we were not making money on two changing rooms, he provided those for free. There was one changing room for men and one for women. The changing rooms were created with 10' curtain walls. I did not order chairs or tables. The vendors did not need half of the chairs that came with the booths and there were several tables unused. The day of the event I got extra tables and chairs for each room from the left over. The item I could not find was a full length mirror for each changing room. Neither the contractor nor the convention center had these available.

It had not occurred to me, but the vendors knew each other for the most part. It was interesting watching the younger ones helping the older ones. Also, vendors gave their excess tables to their fellow vendors who wanted more. Even though this ultimately took away our opportunity to sell extra tables, I decided the extra income would have been minimal and would cause hard feelings. After all, the cost of the tables was covered by the original vendor.

After seeing the changing rooms, we asked the contractor to double hang the curtains. The standard convention center curtains are a little sheer.

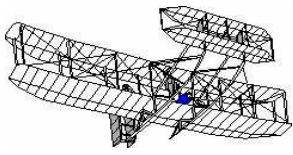
4. SHUT DOWN AND MOVE OUT:

I was surprised to see the vendors start packing up about mid-Saturday evening. This was just my naiveté. They were right, everyone had stopped shopping! So by the end of the dance, the vendors were mostly packed. We had a problem where the Dayton Convention could not let the vehicles on the floor with the dancers and we had to be out of the building by 11 PM. Move out time was therefore scheduled for Sunday morning.

We were fortunate in that we had a large floor and there was plenty of room for the vendors to have their vehicles on the floor. At our convention, the vendors were able to move out within 1½ hours of opening the door. However we had one vendor who slept-in. We were held up until the end of the 4 hour block allocated for the move out.

It is important to think through the issues of older people moving their wares into a display area. If it is going to be a physically demanding you should try to mitigate the issues and/or warn the vendors of physical issues. I am sure, that by the time the next convention comes to Dayton; we will not see some of these people.

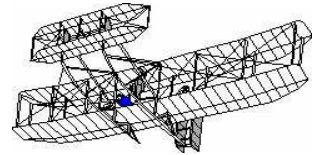
I would suggest trying to coordinate the vendors to ensure their move out plans will work efficiently with each other and you.



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5. LESSONS LEARNED:

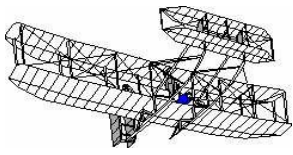
- Move out time needs to be part of the original advertising to vendors. They need to know the exact schedule since they plan a tight itinerary to save cost.
- During the convention, coordinate with the vendors to determine and organize how their move out plans fit within your move out window.
- At the convention that preceded ours; two badge vendors attended. I know for a fact that one was angry and would not come back, I asked. Apparently the second vendor agreed that there was not enough business for two vendors and also did not return. The bottom line was; we had no vendor selling Ohio State Dance Convention Badges and 2006 bars. I didn't realize this until the dancing had started.

There are at least three problems with the convention badge issue. The first is that only a few vendors have the master for the state badge, at least that is my assumption. The second problem is that the vendor committee chairmen changes every year as the convention moves among various Ohio cities. That means there is no continuity of knowledge. The need to ensure that there is a badge vendor may not be passed forward and understood by the subsequent chairmen. The third problem, an invited vendor probably needs assurance that competition will not be there reducing his sales.

While I have identified the need to the Akron Chairman, there is no guarantee that, as the months go by, the need will be remembered. Even if the Chairmen remember, there is no insurance that they will be successful in finding a vendor.

My recommendation is that a continuing body, e.g. State Corp needs to participate at some level. As the maximum participation, this body could take total responsibility and arrange sole rights to the badge. Then they would work with the current convention chairmen to ensure the badge vendor attends and that there are no other badge vendors there. The fact that only one vendor selling convention badges will be accepted will of course need to be a part of the advertising to the potential vendors.

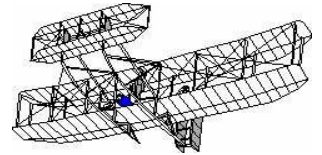
As minimum participation, this continuing body can just remind the current chairmen of the need.



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If the convention committee maintains sole responsibility then they must try to lure the badge vendor. If they can not have the vendor there, then they should try to mitigate the void. The convention badge and the annual bar is a great source of interest and pride to many of the attendees.

The committee could take orders on the registration form; this approach can handle new badges (with names) as well as bars. As a second approach, the committee could have a supply of bars and sell them at the registration table. This would not provide a solution to first time attendees who do not have the badge. There is also the issue of extra bars or being short.