

## Gala Workers

JUDY ANGLIN 651-2811 DIANE LEYS 656-20319 SOPHIA LIU 657 4999 KAREN DOBMEIER378-1692

FRIDAY, DECEMBER 1, 2017

### BACK GALLERY

|                 | 5:30-6:30 PM      | 6:30-7:30 PM   | 7:30-9:00 PM     |
|-----------------|-------------------|----------------|------------------|
| <b>CASHIER</b>  | Nancy Ruskin      | Diana Babtiste | Pam Lucia        |
| <b>RECORDER</b> | Seema Gupta       | Kathy Schwab   | Anita Cowgill    |
| <b>WRAPPER</b>  | Carolyn Hedgecock | Lynne Sparling | Katherine Latson |
|                 |                   |                |                  |

### MISSION ROOM

|                 | 5:30-6:30 PM    | 6:30-7:30 PM    | 7:30-9:00 PM            |
|-----------------|-----------------|-----------------|-------------------------|
| <b>CASHIER</b>  | Ron Advani      | Sue Saracco     | Ron Advani              |
| <b>RECORDER</b> | Patricia Nero   | Lois Haselby    | Norma Neto              |
| <b>WRAPPER</b>  | Gayle Ferguson  | Jan Quilici     | Kathy Schwab            |
| <b>JEWELRY</b>  | Lucinda Bender  | Barbara Viola   | Denise Miller           |
| <b>JEWELRY</b>  | MaryBobik       | Alice Chindblom | Alice Chindblom         |
| <b>JEWELRY</b>  | Marty Ellis     | Liz Cardone     | Adriane Dedic 7:30-8:30 |
| <b>JEWELRY</b>  | Barbara Schlein | Manjula Gupta   | Myrna Otagawa           |
| <b>JEWELRY</b>  | Vimal Advani    | Vimal Advani    | Vimal Advani            |
|                 |                 |                 |                         |

### MISSION ROOM LOBBY

|                         | 6:30-7:30 PM   | 7:30-8:30 PM |  |
|-------------------------|----------------|--------------|--|
| <b>CASHIER</b>          | Judy Anglin    | Joan Bobrink |  |
| <b>Recorder/WRAPPER</b> | Lisa Stambaugh | Reba Moorman |  |
| <b>Wrapper</b>          | Karen Darnell  | Joan Aston   |  |

### TICKETS

|  | 5:30-6:30 PM | 6:30-7:30 PM | 7:30-8:30 PM |
|--|--------------|--------------|--------------|
|  | Sophia Liu   | Joan Bobrink | Ut Manjula   |
|  | Sophia Liu   | Joan Bobrink | XXXXXXXX     |
|  | XXXXXXXX     | XXXXXXXX     |              |

### LOBBY HOSTS

|  | 5:30-6:30 PM  | 6:30-7:30 PM |  |
|--|---------------|--------------|--|
|  | Judy Ulrich   | Doris Green  |  |
|  | Susan Longini | Vinay Verma  |  |
|  | XXXXXXXX      | XXXXXXXX     |  |

### ROVING SECURITY

|  | 5:30-6:30 PM      | 6:30-7:30 PM  | 7:30-9:00 PM |
|--|-------------------|---------------|--------------|
|  | Carol/Bob Tavares | Ed Roberts    | Janet Hast   |
|  | Carol/Bob Tavares | Lloyd Cardone | John Rennels |
|  | XXXXXXXXXX        | XXXXXXXXXX    | XXXXXXXXXX   |

**SATURDAY, DECEMBER 2, 2017**

**GALLERY LOBBY**

|                         | 10:00-12:30 PM    | 12:30-3:00 PM | 3:00-5:00 PM |
|-------------------------|-------------------|---------------|--------------|
| <b>CASHIER</b>          | Nancy Ruskin      | Gail Blalock  | Pat Finn     |
| <b>RECORDER/WRAPPER</b> | Manveen Kalyanpur | Diane Leys    | Seema Gupta  |

**MISSION ROOM**

|                         | 10:00-12:30 PM   | 12:30-3:00 PM  | 3:00-5:00 PM  |
|-------------------------|------------------|----------------|---------------|
| <b>CASHIER</b>          | Sue Saracco      | Karen Dobmeier | Ron Advani    |
| <b>RECORDER/WRAPPER</b> | Vilas Khare      | Lisa Stambaugh | Lorraine Wong |
| <b>JEWELRY</b>          | Raju Thakur      |                | Judy Cooper   |
| <b>JEWELRY</b>          | Shraddha Agrawal | Rajni Jain     | Rajni Jain    |
| Restock bags            |                  |                |               |

**SUNDAY, DECEMBER 3, 2017**

**GALLERY LOBBY**

|                         | 10:00-12:30 PM | 12:30-3:00 PM   | 3:00-5:00 PM |
|-------------------------|----------------|-----------------|--------------|
| <b>CASHIER</b>          | Roberta Moody  | Karen Dobmeier  | Karen Tobin  |
| <b>RECORDER/WRAPPER</b> | Jan Quilici    | Eileen Morrison | Seema Gupta  |
| Restock bags            |                |                 |              |

**MISSION ROOM**

|                         | 10:00-12:30 PM   | 12:30-3:00 PM  | 3:00-5:00 PM  |
|-------------------------|------------------|----------------|---------------|
| <b>CASHIER</b>          | Joan Bobrink     | Judy Anglin    | Joan Bobrink  |
| <b>RECORDER/WRAPPER</b> | Vilas Khare      | Lisa Stambaugh | Anita Cowgill |
| <b>JEWELRY</b>          | Sylvia Zecha     | Ginger Ikuno   | Robyn Leimer  |
| <b>JEWELRY</b>          | Shraddha Agrawal | Rajni Jain     | Rajni Jain    |
| Restock bags            |                  |                |               |

**DECORATIONS SETUP**

**CHAIR: KAY HILLE-HATTEN (510-657-8952) and NANCY RUSKIN (510-770-1263)**

**MONDAY, NOVEMBER 27, 2017 MORNING HOURS PREFERRED (LADDERS?)**

**9:00-4:00 PM**

| <b>NAME</b>   | <b>HOURS</b> | <b>NAME</b>      | <b>HOURS</b> |
|---------------|--------------|------------------|--------------|
| Roberta Moody | 9:00-4:00    | Dolores Buggy    | 9:00-4:00    |
| MaryLu Newell | 10:00-2:00   | Miranda Miller   | 9:00-12:00   |
| Mary Stephens | 9:00-4:00    | Mary Fuchs       | 9:00-4:00    |
| Jeanne Delp   | 9:00-4:00    |                  |              |
| Lorraine Wong | 9:00-4:00    |                  |              |
| Nancy Ruskin  | All Day      | Kay Hille-Hatten | All Day      |

**DECORATIONS DISMANTLING**

**WEDNESDAY, DECEMBER 6, 2017**

**8:00-Noon**

| <b>NAME</b>   | <b>NAME</b> | <b>NAME</b>        | <b>NAME</b> |
|---------------|-------------|--------------------|-------------|
| Mary Sullivan | 8:00--12:00 | Maureen Langenbach |             |
| Denise Miller | 8:00-12:00  | Peter Langenbach   |             |
| Nancy Ruskin  | All Day     | Kay Hille-Hatten   | All Day     |

### DISPLAY AND INSTALLATION

CHAIR: ELAINA HABEL (510-789-3935) and SUSAN JOHNSON (925-0292-9099)

WEDNESDAY, November 29, 2017

9:00-4:00 PM

| NAME                | HOURS         | NAME            | HOURS      |
|---------------------|---------------|-----------------|------------|
| Elaina Habel        | 9:00-4:00     | Janet Hast      | 9:00-4:00  |
| Roberta Moody       | 9:00-4:00     | Marty Ellis     | 9:00-4:00  |
| Sue Saracco         | 9:00-4:00     | Susan Howell    | 10:00-2:00 |
| Nancy Ruskin        | 9:00-4:00     | Emelie Rodgers  | 10:00-2:00 |
| Carolyn Hedgecock   | 9:00-4:00     | Susan Johnson   | 9:00-4:00  |
| Linda Kretz         | 9:00-4:00     | Wendy Spellman  | 9:00-4:00  |
| **Tissue paper/bags | Marilynn Host | Alexis Dimaggio | 9:00-4:00  |
|                     |               | Mitchell Neto   | 9:00-1:00  |

### JEWELRY INSTALLATION

CHAIR: VIMAL ADVANI (410-445-0642) All Day

WEDNESDAY, November 29, 2017

9:00-4:00 PM

| NAME                  | HOURS                 | NAME             | HOURS     |
|-----------------------|-----------------------|------------------|-----------|
| Vimal Advani          | All Day               | Shraddha Agrawal | 1:00-4:00 |
| Lucinda Bender        | 9:00-4:00             |                  |           |
| Rajni Jani            | 12:00-4:00            |                  |           |
| Nalini Krishnan       | 9:00-4:00             |                  |           |
| Kiyoko had a fall and | will come if possible |                  |           |

### DATA ENTRY

|              |                 |  |  |
|--------------|-----------------|--|--|
| Nancy Ruskin | Claire DeLucchi |  |  |
|--------------|-----------------|--|--|

### FACILITY PREPARATION & CLEAN UP

CHAIR: BOB TAVARES (510-651-0600)

| Monday 11/27       | Wednesday 11/29                  | Wednesday 12/6    |   |
|--------------------|----------------------------------|-------------------|---|
| FACILITY PREP      | ART INSTALLATION                 | DISMANTLING       |   |
| 8:00-4:00          | 9:00-4:00                        | 8:00-Noon         |   |
| NAME               | NAME                             | NAME              |   |
| Robert Latin       | Jurek Zarzycki                   | Jurek Zarzycki    | Bob makes arrangements for the people to work on several of the days. |
| Bob Delp           |                                  | Peter Langenbach  |   |
| Steve Leitner      | Mitchel Neto                     | available on 12/6 |   |
| Bob Tavares -12:00 | available on 11/29               |                   |   |
| Jurek Zarzycki     | Mark Mattingly will help if free |                   |   |

**TABLE SETUP - WHITE PAPER** Timing is critical-cut and tape paper

DIANE LEYS 656-2039

Monday, November 27, 2017

|            |             |            |  |
|------------|-------------|------------|--|
| 11:00-1:00 | Jeanne Delp | Mary Fuchs |  |
|            | Diane Leys  | Pat Finn   |  |

| <b>HOSPITALITY/FOOD</b>   |                        |                       |  |
|---|------------------------|-----------------------|--|
| <b>KAREN TOBIN 510-490-4394 GAIL BLALOCK 510-490-7565</b>                         |                        |                       |  |
| <b>Friday, December 1, 2017</b>   |                        |                       |  |
| <b>Kitchen Helpers</b>  |                        |                       |  |
| <b>5:00-6:30</b>  | <b>6:30-7:30</b>       | <b>7:30-8:30</b>      |  |
| <b>Elaina Habel 3:30</b>  | <b>Seema Gupta</b>     | <b>Jeanne Delp</b>    |  |
| <b>Holly Walter</b>   | <b>Gael Stewart</b>    | <b>Gael Stewart</b>   |  |
| <b>Mary Fuch</b>  | <b>Pam Condy</b>       | <b>Martha Mahuron</b> |  |
| <b>Paula Engelage</b>   | <b>Gerald Patrinis</b> |                       |  |
|   |                        |                       |  |
| <b>FOOD HOSTESS/HOST</b>  |                        |                       |  |
| <b>5:00-6:30</b>  | <b>6:30-7:30</b>       | <b>7:30-8:30</b>      |  |
| <b>Ann Emanuels</b>   | <b>Shelley Bartley</b> | <b>Emelie Rodgers</b> | <b>Student Helpers</b>   |
| <b>Barbara Hyde</b>   | <b>Clare Welsch</b>    | <b>Val Dews</b>       |  |
| <b>Jeanne Delp</b>  | <b>Tomas Cory</b>      |                       |  |
|   |                        |                       |  |
| <b>BEVERAGE SERVERS</b>   |                        |                       |  |
| <b>5:00-6:30</b>  | <b>6:30-7:30</b>       | <b>7:30-8:30</b>      | <b>8:30-9:30</b>   |
| <b>Bill Leake</b>   | <b>Tom Tobin</b>       | <b>Barry Walter</b>   | <b>Bob Delp</b>  |
| <b>Karen Dobmeier</b>   | <b>Mike Stambaugh</b>  | <b>Armand Stevens</b> | <b>Tom Blalock</b>   |
| <b>Mike Dobmeier</b>  | <b>Mitch Darnell</b>   | <b>Bob Delp</b>       |  |
| <b>Rich Fuchs</b>   | <b>Lynn Anglin</b>     | <b>Ron Ulrich</b>     |  |
|   |                        |                       |  |
| <b>CLEAN UP FRIDAY NIGHT</b>  |                        |                       |  |
| <b>NAME</b>   | <b>NAME</b>            | <b>NAME</b>           |  |
|   |                        |                       | <b>Take down tables<br/>Clean and sweep patio,<br/>courtyard</b> |
| <b>Bob Delp</b>   | <b>Karen Tobin</b>     | <b>Gail Blalock</b>   |  |
| <b>Jeanne Delp</b>  | <b>Tom Tobin</b>       | <b>Tom Blalock</b>    |  |
|   |                        |                       |  |
| <b>FRIDAY NIGHT DISH WASHER and FOOD HOST---Karen Tobin to arrange (490-4394)</b> |                        |                       |  |
| <b>6:00-10:00</b>   |                        |                       |  |
| <b>6:00-10:00</b>   |                        |                       |  |
|   |                        |                       |  |
|   |                        |                       |  |

**RECEIVING****CHAIR:SUE SARACCO (657-3229) and ANN EMANUELS (925-484-3355)****Tuesday, November 28, 2016****8:45 AM-3:00 PM**

| <b>NAME</b>   | <b>HOURS</b> | <b>NAME</b>      | <b>HOURS</b> |
|---------------|--------------|------------------|--------------|
| Sue Saracco   | All Day      | Ann Emanuels     | All Day      |
| Vimal Advani  | 8:45-3:00    | Sherril Spellman | 8:45-3:00    |
| Roberta Moody | 8:45-3:00    | Wendy Spellman   | 8:45-12:00   |
| Judy Anglin   | 8:45-3:00    | Pam Lucia        | 8:45-1:00    |
| Alice Ching   | 8:45-12:00   | Susan Johnson    | 12:00-3:00   |
| Holly Walter  | 8:45-1:00    |                  |              |

**INVENTORY/CHECKOUT****Monday, December 4, 2017****INVENTORY****9:00 AM-3:00 PM**

| <b>NAME</b>    | <b>HOURS</b> | <b>NAME</b>  | <b>HOURS</b> |
|----------------|--------------|--------------|--------------|
| Roberta Moody  | 9:00-3:00    | Ann Emanuels | 9:00-3:00    |
| Judy Anglin    | 9:00-3:00    | Holly Walter | 1:30-3:00    |
| Karen McCreedy | 12:00-3:00   | Anne MacLeod | 9:00-3:00    |
| Jeanne Delp    | 9:00-1:30    | Dee Miner    | 12:00-3:00   |
| Sue Saracco    | 9:-3:00      | XXXXXXX      |              |

**Tuesday, December 5, 2017****CHECK OUT****8:45 AM - 3:00 PM**

| <b>NAME</b>    | <b>HOURS</b> | <b>NAME</b>       | <b>HOURS</b> |
|----------------|--------------|-------------------|--------------|
| Jeanne Delp    | 8:45-1:30    | Robin Worthington | 12:00-2:00   |
| Sue Saracco    | 8:45-3:00    | Paddy Moran       | 8:45-3:00    |
| Diane Leys     | 8:45-3:00    |                   |              |
| Holly Walter   | 8:45-3:00    | XXXXXXXXX         |              |
| Lucinda Bender | 8:45-3:00    | XXXXXXXXX         |              |

**JEWELRY****CHAIR:VIMAL ADVANI (510-445-0642)****Monday, December 4, 2017****INVENTORY****9:00-3:00 PM**

| <b>NAME</b>           | <b>HOURS</b>          | <b>NAME</b>   | <b>HOURS</b> |
|-----------------------|-----------------------|---------------|--------------|
| Vimal Advani          | All Day               | Diane Leys    | 9:00-3:00    |
| Karen Mueller         | 9:00-3:00             | Michele Chung | 9:00-3:00    |
| Kay Hille-Hatton      | 9:00-3:00             |               |              |
| Marty Ellis           | 9:30-3:00             | XXXXXXXXXX    |              |
| Kiyoko has had a fall | will come if possible | XXXXXXXXXX    |              |