



Develop America's Warrior Airmen Today ... for Tomorrow

Lackland AFB Air Fest 2008

1 & 2 Nov

Air Show Private Organization Volunteers
Planning Meeting, 15 Sep 08



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- San Francisco Puffs & Stuff is contractor for Air Fest 2008 concessions
- They have exclusive rights to all resale operations
- Need “paid volunteers” to man food/drink booths
- Private organizations in good standing may sign up to provide volunteers
- Participation will be a fundraising event for Oct-Dec quarter



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- Gates Open 0900 – 1700 each day
 - Shift one volunteers work 0700 – 1300
 - Shift two volunteers work 1200 – 1800
- No more than two shifts per booth, per day
- Each volunteer will receive one \$5 food voucher and one bottled water per shift
 - Based on required numbers – not how many extra people you decide to use
- Each booth must have a volunteer Booth Manager for each shift, daily – will be our primary POC
- No volunteers under 16 years of age



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- Total volunteer requirement = 948
- Two shifts of 252 volunteers each day
- 29 Food Booths, 2 shifts per day
 - 6 Burgers – 5 volunteers per shift, per day
 - 6 Hotdogs – 3 volunteers per shift, per day
 - 3 Greek Food (Gyros) – 5 volunteers per shift, per day
 - 3 Cheese Steaks – 4 volunteers per shift, per day
 - 2 Funnel Cakes/Corn Dogs – 5 volunteers per shift, per day
 - 2 Chicken/Fries – 5 volunteers per shift, per day
 - 1 Chicken/Fries/Corn Dogs – 5 volunteers per shift, per day



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- Volunteer Requirements (cont'd)
 - 3 Nachos – 3 volunteers per shift, per day
 - 3 Sausage – 4 volunteers per shift, per day
 - 12 soft Drink Booths – 3 volunteers per shift, per day
 - 6 Nathan's Hotdogs Carts – 2 volunteers per shift, per day
 - 6 Lemonade Carts – 3 volunteers per shift, per day
- Subcontracted Vendors
 - 3 Jumbo Pretzel Carts – 1 volunteer per shift, per day
 - 6 Frozen Lemonade Carts – 1 volunteer per shift, per day
 - Novelty Vendors – 8 volunteers per shift, per day



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- Volunteer Requirements (cont'd)
 - Subcontractor Cashiers – 3-5 (TBD) per shift, per day
 - Children's Rides – 22 volunteers per shift, per day
 - Setup, 0800 Thursday morning – 10 volunteers
 - Breakdown, 1600 Sunday afternoon – 10 volunteers
 - Ice Runners – 2 volunteers per shift, per day
 - Food Runners – 2 volunteers per shift, per day



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- Private organizations may post signs on the booths they are working to identify themselves
 - May NOT use unit name, logo, office symbol, etc.
 - Signs may NOT be handwritten and should preferably be laminated to stand up to potential of rain, etc.
- Private organizations will be paid equally per volunteer, based on 10% of gross sales, example:
 - \$400,000 sales X 10% = \$40,000
 - \$40,000 divided by 948 volunteers = \$42.19 per volunteer
 - PO w/12 volunteers (3 per shift X 4 shifts) receives \$506.28
- Payment will be made to PO Treasurer NLT 12 Nov



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- Services will schedule mandatory Food Handler training meeting for all POs through Public Health
- Cash handling procedure will also be trained prior to the air show
- Selection of POs will be made by lottery drawing at meeting to be announced
 - Important to have your representative present – if not, your PO will be passed over
 - Booth will be announced and a PO name drawn for that booth – any trades between POs **MUST** be done within 2 days after drawing – Mr. Wooley or MSgt Bond must be notified immediately



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- Points of contact:
 - Mr. Scott Wooley, Private Organizations Monitor
 - Phone: 671-2405, e-mail: scott.wooley@lackland.af.mil
 - MSgt Carolyn Bond, Services Superintendent & Assistant PO Volunteer Coordinator
 - Phone: 671-2379, e-mail: carolyn.bond@lackland.af.mil
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- Slides are available on 37th Services web page at www.lacklandservices.com