

# Trinity River Woodturners Council

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*Hands-On Woodturning Retreat, October 18th –19th, 2019*

## Proposed Event Schedule

### Thursday Oct 17<sup>th</sup>

- 3:00pm facility open for setup  
Load in and setup all lathe and grinder stations  
Setup vendor sites  
Load in food/drink and setup prep  
Place all signage, registration tables, instructor gallery  
Set up rest areas
- 6:00pm Brisket or pork sandwich and drinks (non-alcoholic) available  
For those helping to setup
- 7:00pm Continue to setup and get ready for the morning.  
Facility open until we finish

### Friday Oct 18<sup>th</sup>

- 7:00am Facility open for startup  
Coffee is made and donuts available (if in budget)
- 7:15am Registration check in is open
- 7:45am Morning briefing for all attendees (safety and announcements)
- 8:00am start of daily sessions – see below

Time	Session
8 - 10:00	session1
10 - 10:20	break
10:20 -12:20	session 2
12:20 - 1:00	lunch
1:00 - 3:00	session 3
3:00 - 3:20	break
3:20 - 5:20	session 4
5:20- 6:20	finish & clean up

## Saturday Oct 19<sup>th</sup>

7:00am Facility open for startup  
Coffee is made and donuts available (if in budget)

7:15am Registration check in is open

7:45am Morning briefing for all attendees (safety and announcements)

8:00am start of daily sessions – see below

Time	Session
8 - 10:00	Session 5
10 - 10:20	break
10:20 -12:20	session 6
12:20 - 1:00	lunch
1:00 - 3:00	session 7
3:00 - 3:20	break
3:20 - 5:20	session 8
5:20- 6:20	finish & clean up

## Sunday Oct 20<sup>th</sup>

9:00am Facility open for cleanup and load out  
Left over water, coffee and donuts available (if in budget)

3:00pm Facility closed and secure