Reunion 2007 Planning Workshop
Preliminary Agenda
August 18-19, 2006, Carleton College

Thursday, August 17

3:00 pm – 8:00 pm  Registration, Alumni Affairs Office, Bird House, 400 East First Street (corner of First and College Streets)

Friday, August 18

8:00 am – 9:30 am  Continental Breakfast, Great Hall

9:00 am – 12:00 pm  Registration, Alumni Affairs Office, Bird House, 400 East First Street

10:00 am – 12:00 pm  Optional Tour of the Arboretum, meet in front of the Rec Center

11:30 am – 12:30 pm  Lunch, Language and Dining Center (between Nourse and Myers)

12:30 pm – 5:00 pm  Registration, Third Floor Lounge in the Language and Dining Center

1:00 pm – 1:30 pm  Welcome and Reunion Overview, Olin 149

1:30 pm – 4:00 pm  Refreshments available, Third Floor Lounge in Language and Dining Center

1:45 pm – 4:00 pm  Work Session One, your class’s assigned location
    • Introductions and Reunion-focused brainstorming: What is unique about your class? What will bring people back to Reunion? What will inspire them to increase their gift, or give for the first time?
    • Discuss work plan for the weekend: will committee work together, or split into smaller groups focused on program/attendance and gift? If the latter, decide how the committee will divide up responsibilities.
    • Begin working on Program Worksheet and Gift Workbook

4:00 pm – 5:00 pm  Free Time

5:00 pm – 6:00 pm  Reception, Sayles-Hill Great Space

6:15 pm – 8:00 pm  Dinner, Great Hall

8:30 pm – 11:00 pm  Bonfire and S’mores, Mai Fete Island

Late Evening  Coffee and lemonade, Nourse Lounge & Watson First Floor Lounge

Saturday, August 19

7:00 am – 9:00 am  Continental Breakfast, Nourse Lounge & Watson First Floor Lounge

7:15 am – 8:30 am  Breakfast, Language and Dining Center

8:00 am – 4:00 pm  Registration, Third Floor Lounge in Language and Dining Center
Saturday, August 19 continued

9:00 am – 10:15 am  Work Session Two, your class’s assigned location
   • Continue to work on Program Worksheet and Gift Workbook

10:30 am – 11:30 am  Work Session Three: Program and Fundraising Break-out Sessions
   • Gift Committee – Volunteer Portal Session, Olin 149
   • Program Committee – Complete Program Worksheet, your class’s assigned location

11:30 am – 12:30 pm  Lunch – please pick up your bag lunch, Language and Dining Center Entrance
   (Feel free to eat where you like.)

1:00 pm – 2:00 pm  Remarks by President Rob Oden, Olin 149

2:00 pm  Ice Cream Treats, pick up outside of Olin 149 and enjoy on your way to the Language and Dining Center

2:15 pm – 4:00 pm  Work Session Four, your class’s assigned location
   • Finish up all Reunion-related action steps and assignments
   • Turn in completed Program Worksheets and Gift Workbooks at Registration

5:00 pm – 6:00 pm  Reception, Nutting House, 217 South Union Street, hosted by President and Mrs. Oden
   Rain location: Sayles-Hill Great Space

6:15 pm – 8:00 pm  Dinner and Class Presentations, Great Hall
   Guests: President and Mrs. Oden

Late Evening  Coffee and lemonade, Nourse Lounge & Watson First Floor Lounge

Sunday, August 20

8:00 am – 10:00 am  Continental Breakfast, Nourse Lounge & Watson First Floor Lounge