

Made for More Birmingham - Logistics September 13-14, 2024

Covenant Presbyterian Church
65 Old Montgomery Hwy.
Birmingham, AL 35209
Covpres.com

Details:

Thursday: No team dinner due to late Thursday night arrival
 Friday: Pre-Conference Trainings 2:00-5:00 pm
 5:30 pm - Dinner at church (Dining Room), provided by Covenant Youth budget from Taziki's
 Karen Hodge, Katie Flores, Kathy Wargo, Ellen Dykas, Paula Miles, Jenn Seda, Ingram Link, Laura Tucker, Stephen Estock, Tim Schirm,
 Katie Caldwell
 7-9 pm – Conference
 Saturday: Conference 9:00 am to 2:30 pm (Coffee in morning)
 Ship to: Ingram Link, Covenant Presbyterian Church, 65 Old Montgomery Hwy., Birmingham, AL 35209
 Deadlines: Covenant would like to extend deadline until August 30.
 Pre-Con Call: Zoom call on Tuesday, August 20, Noon Eastern
 Pastor: Robby Holt
 Deadlines/Max: Early Registration 7/13/24; Final Registration 8/30/24; Maximum numbers: 800 (includes 300 max of girls)

Information needed for email to be sent 2 weeks prior to conference to all attendees:

- Menu for Saturday
- Any particular parking or entrance instructions?
- Any special instructions for mothers/daughters?

Volunteers:

Team Leaders	Ingram Link (ilink@covpres.com) Laura Tucker (ltucker@covpres.com)
Event Coordinator	Katie Laughlin (klaughlin@covpres.com)
Worship Leader	Caroline Royal (croyal@covpres.com)
Technical Coordinator	Tyler Cuidon (tcuidon@covpres.com) – He will record all sessions.
Photographer	Charleston Wood (charlestanh@gmail.com)
Bookstore Set-up	Carolyn Phillips (Carolyn.phillips@mtw.org) will gather people from Red Mountain
Photo Booth	Need to find someone. Oxford Church?
Greeters	Kristie Harrick (kharrick@briarwood.org) from Briarwood will handle
Bag Assembly	Covenant would like to have items by Wednesday
Hospitality	Will have a treat on Friday night, some sweet and some savory
Lunch	Pick up and go, handled by Covenant Pres.
Clean-up	Covenant Pres.

Shipments: (All shipments will be sent to the church to Ingram Link’s attention.)

- CDM – Items for Birmingham will be driven to church by Tim Schirm. Will include pencil pouches, lanyards, plastic name tag holders, name tag inserts, pens, programs, Photo Booth banner and sign, and bookstore books. Items will arrive by Friday at 11 am.
- GCP will bring their items to Birmingham.

Counts: (As of ____) – Main Conference and Lunch Count - ____

Pre-Conference	Friday, 2:00-5:00 pm	Speaker	Counts	Location	AV Equipment/ Room Set-Up
Pre-Con	Women’s Ministry Training – Thinking Biblically and Living Covenantally	Marcie Tuten		Room 100	1 podium, 40 chairs, Apple TV
Pre-Con	Children’s Ministry Training – Investing in the Covenant Family	Katie Flores, B.A. Snider		Room 101	1 podium, 20 chairs
Pre-Con	Navigating Sexuality and Gender: Biblical Truth and God’s Compassionate Wisdom	Ellen Dykas		Room 104	1 podium, 20 chairs, Apple TV
Pre-Con	Created for a Purpose (4:00-5:00)	Ingram Link		Dining Room (near Commons on 2 nd floor)	None Needed

CFAP	Saturday, 10:15 am—12:30 pm	Counts	Location	AV Equipment
Daisies	<i>Grades 3-5</i>		All begin in Room 315	Projector and sound for music in 316 where everyone begins. Nothing needed in small classrooms.
Roses	<i>Grades 6-8</i>		All begin in Room 316	
Lilies	<i>Grades 9-12</i>		All begin in Room 316	

Exhibitors: Set up on Friday afternoon (Room 201 will be available for M4M team and exhibitors to relax)

Exhibits	# of Tables	Giveaways	Contact
PCA Bookstore: Tim Schirm [Needs WIFI access for sales]	8 tables??	Yes	Tim Schirm
Great Commission Publications	2 tables	Yes	B.A. Snider
Teranga Village	1 table	To all	Jenn Seda
Harvest USA	1 table		Jim Barr
Created for a Purpose	1 table		Ingram Link
Engaging Disability with the Gospel ??	1 table	Yes	Ashley Belknap
Teach Us to Worship	1 table	To all	Laney Stayton
Mission to the World (for GMC promotion)	1 table		Carolyn Phillips
Covenant Theological Seminary	1 table		Allie Golson
Elizabeth Turnage & OAM	1 table		Elizabeth Turnage

Giveaway Items:

CDM	Programs, Lanyards, Name Tag Insert, Plastic Name Tag Holder, Pens
Covenant Presbyterian	Printed map of church
TUTW	Bookmark and Bracelets
Teranga Village	Cards of girls (to be given away at booth and at CFAP)

Logistics: Staff Travel & Hotel

Name	Hotel/House Confirmation	Travel
Stephen Estock – Cell 314-456-6886	Staying with his Mom	Driving
Karen Hodge – Cell 630-453-7495 9/10 SW 1189- DEN to ATL 9:25am-2:15pm 9/14 SW 444 – BHM to DAL 4:45pm-6:35pm SW 345- DAL to DEN 7:30pm-8:35pm	Hampton Inn Mountain Brook, 2731 US-280, Birmingham, AL Conf. 91611637, 9/12-9/14 Ride with Kathy from Atlanta to Birmingham Kathy will take Karen to airport on 9/14	Flying to ATL Flying home from BHM
Kathy Wargo – Cell 302-593-9011 9/9 AA FI 2270 PHL-ATL 8:21-10:32am 9/17 SW FI 4315 ATL-PHL 11:10-1:10am Alamo Car Rental	Staying with Catherine Bobo, 5675 Chestnut Trace, Hoover, AL	Flying to ATL
Katie Flores – Cell 205-243-4279	Staying at Home	Driving
Paula Miles – Cell 864-650-2820	Hampton Inn Mountain Brook, 2731 US-280, Birmingham, AL Conf. 91352917, 9/12-9/14	
Ellen Dykas – Cell 314-397-3516	Hampton Inn Mountain Brook, 2731 US-280, Birmingham, AL Conf. 85093672, 9/12-9/14	Flying
Laney Stayton – Cell 903-241-5676	Staying with a friend (need to cancel hotel reservation) Hampton Inn Mountain Brook, 2731 US-280, Birmingham, AL Conf. 53776547, 9/12-9/14	Driving
Ingram Link – Cell 205-447-4646	Staying at Home	Driving
Marcie Tuten – Cell 803-269-8790	Hampton Inn Mountain Brook, 2731 US-280, Birmingham, AL Conf. 92407957, 9/13-9/14, Double Room	Driving
Tim Schirm – Cell 678-327-8071	Hampton Inn Mountain Brook, 2731 US-280, Birmingham, AL Conf. 81985614, 9/13-9/14, Double Room	Driving