

Important Dates for the Preview Dinner Project

- **May 18th** – Send Peggy and Elaine the Names of the people who are willing to **substitute in emergencies** and who can be listed on our “On-Deck” List.
- **May 18th** – Send Elaine the names of New Captains who will be coming to the New Captain Training. Which training date they will be attending and their contact information. (president@guildsofsfo.org)
- **May 25th** – Coordinators will receive the final “**On-Deck Lists.**” – **to be used in case of immediate emergency.** (Sent by the Preview Dinner Chairperson.)
- **June 4th** (10:30am) New Captain Training at the Cantina *** **see box below**
- **June 6th** -Send Peggy your completed list of volunteers NO LATER than JUNE 6
- **June 11th** – (2pm) New Captain Training at the Cantina*****see box below**
- **July 2nd** – First Preview Dinner
- **June 2 – 27th** After each dinner, the Captain downloads the evaluation from the GI Website, completes it and sends the completed evaluation to the Coordinator of his or her Guild, the Preview Dinner Chairperson – PeggyIDay@gmail.com and the President of GI – president@guildsofsfo.org.
- **August 27th** Last Preview Dinner

*** **Beginning in 2017, the Coordinators of Each Guild will become responsible for training their own Captains. In preparation, the Coordinators are more than welcome to join either training session this year, in anticipation of actually having to present the Captain training in 2017. These are open sessions, just let me know if you will be joining us. (I need to have material available.**