

PROGRAM OUTLINE

THURSDAY, MARCH 17, 2016

TIME	ACTIVITY	LOCATION
3:00 pm – 7:00 pm	CAVORT Registration Table is open	Galt House East Lobby – Street Level

FRIDAY, MARCH 18, 2016

TIME	ACTIVITY	LOCATION
	Breakfast on your own	
8 am – 5 pm	CAVORT Registration Table is open	Galt House East Lobby – Street Level
8:00 am - 5:00 pm	CAVORT Tourism Table is operating There are numerous attractions within easy walking distance of The Galt House and Actors Theatre. Local volunteers at the Tourism Table can make suggestions, provide directions, and answer questions.	Galt House East Lobby – Street Level
8:00 – 3:30	Bus Tour: Kentucky Derby Museum & Jim Beam Distillery Pre-registration Required	7:45 am: Meet at the Registration/ Tourism Tables in the Galt House East Lobby – Street Level
9:00 am – 11:00 pm	CAVORT Hospitality Suite is open	Galt House East (Suite Tower) #346
12:00 pm – 11:00 pm	View Theatre Tables	Galt House East #346
4:00 pm -5:00 pm	CAVORT Board Meeting (CAVORT Board only)	Galt House East: Hospitality Suite
5:00 pm	Meet guides to Actors Theatre on the <i>east side</i> of The Conservatory	Galt House East: The Conservatory, 3 rd level
5:30-7:00	CAVORT Opening Reception – Cash Bar	Actors Theatre: Victor Jory Lobby
5:30 – 8:00	Registrant theatre tickets available for late arrivals	Actors Theatre: Victor Jory Lobby
7:30	Residence by Laura Jacqmin	Actors Theatre: Bingham Theatre Ticket Required
11:00 pm	CAVORT Hospitality Suite closes	Galt House East (Suite Tower) #346

SATURDAY, MARCH 19, 2016

TIME	ACTIVITY	LOCATION
	Breakfast on your own	
7:30 am – 11:00 pm	CAVORT Hospitality Suite is open View Theatre Tables	Galt House East (Suite Tower) #346
8:00 am – 6:00 pm	CAVORT Information Table is open	Galt House West – 2 nd level
8:30 am - 9:00 am	Organizational Meeting	Galt House West (Rivue Tower) Daisy Room
9:00 am – 10:00 am	Guided Tours of Actors Theatre	Guided Tours leave from the Galt House Daisy Room, walk to Actors Theatre for tours & return to the Daisy Room

10:15 am–11:30 am	Nuts & Bolts Volunteer Roundtables <ul style="list-style-type: none"> • Starting & Managing a Volunteer Program • Organization of Volunteer Operations • Recruitment & Retention of Volunteers • Marketing Volunteer Opportunities & Projects • Funding for Volunteers & Volunteer Services • Communication With & Among Volunteers • Theatre Services Provided by Volunteers • Activities for Volunteers (Social, Rewards, Theatre Events, etc.) • Challenges in Working with Volunteers 	Galt House West (Rivue Tower) Daisy Room
12:00-12:30 12:30-1:00 1:00-2:00	Opening Session Luncheon Program: Humana 101 Actors Theatre Panel: Zan Sawyer-Dailey, Associate Director Meredith McDonough, Associates Artistic Director Paul Werner, Production Manager Erin Meiman, Festival & Events Manager Mary Korfhage, President, Actors Associates	Galt House West (Rivue Tower) Fountain Room Ticket Required
	VOLUNTEER SESSIONS Registrants choose one session:	GHW = Galt House West (Rivue Tower), 2 nd Level
2:15 – 3:00	Volunteers Are the Best Arts Advocates Moderator: Barbara Nichols Panel: Todd Lowe, Member & Former Chair, Kentucky Arts Council Christen Boone, President & CEO of Louisville Fund for the Arts	GHW: Jasmine Room
2:15 – 3:00	Creature Feature or Learning Excitement? Moderator: Moray Peoples, Actors Associate Panel: Marsha Coplon, Director of Education, St. Louis Repertory Theatre Jane Jones, Director of Education, Actors Theatre of Louisville	GHW: Azalea Room (Berea Room on maps)
2:15 – 3:00	It's All About the Money . . . or Is It? Moderator: Elizabeth Cooley, Actors Theatre Development Intern & Actors Associate Panel: Terry Conway, Actors Theatre of Louisville Linda Van Vark, The Old Globe Theatre, San Diego Laurette Simmons, Seattle Repertory Theatre	GHW: Violet Room
	VOLUNTEER SESSIONS REPEATED Registrants choose a different session:	GHW = Galt House West (Rivue Tower), 2 nd Level
3:15 – 4:00	Volunteers Are the Best Arts Advocates	GHW: Jasmine Room
3:15 – 4:00	Creature Feature or Learning Excitement?	GHW: Azalea Room (Berea on maps)
3:15 – 4:00	It's All About the Money . . . or Is It?	GHW: Violet Room
4:30 – 5:30	Bourbon Happy Hour – Cash Bar Tim Laird, Brown-Forman Chief Entertainment Officer, will do his upbeat, fun, and entertaining Bourbonomics presentation.	Galt House West (Rivue Tower): Jockey Silks Bourbon Bar

5:30-7:15	Dinner on your own	
7:30 p.m.	<i>This Random World</i> by Steven Dietz	Actors Theatre: Bingham Theatre Ticket Required
11:00 p.m.	CAVORT Hospitality Suite closes	Galt House East (Suite Tower) #346

SUNDAY, MARCH 20, 2016

	Breakfast on your own	
6:30 am – 12:00 am	CAVORT Hospitality Suite is open. View Theatre Tables.	Galt House East (Suite Tower) #346
7:15	Meet guides to Actors Theatre’s Speer Building on the <i>east side</i> of The Conservatory. (Please note: Due to the rehearsal location of this CAVORT event, guides will need to escort participants in small groups to the site. Latecomers cannot be admitted to the rehearsal.)	The Conservatory, Galt House East 3 rd level
8:00 am–11:00 am	Peek Behind the Curtain at “Wondrous Strange” Visit a rehearsal of this Humana Festival anthology and enjoy Q & A with those involved in its development.	Speer Building, 4 th floor Space is limited. Latecomers cannot be admitted.
11:45 – 12:45 12:45 – 1:45	Luncheon Buffet Program: Humana Festival Play Insights Moderator: Amy Wegener, Actors Theatre, Director of the Literary Department Panel: Hannah Rae Montgomery, Dramaturg for <i>Residence</i> by Laura Jacqmin Jenni Page-White, Dramaturg for <i>This Random World</i> by Steven Dietz and <i>Wellesley Girl</i> by Brendan Pelsue	Kentucky Center for the Arts: East Room Ticket Required
2:00-3:00	Demonstration: Making the Arts Accessible for Everyone Toby Roberts, Manager of Access Services, Kentucky Center for the Arts Allison Hammons, Director of Audience Relations and Volunteer Services, Actors Theatre	Kentucky Center for the Arts: East Room
3:00 – 6:00	CAVORT Information Table is open.	Galt House West, 2 nd level
3:30-4:15	Millennials: Engaging the Next Generation of Theatre Volunteers Moderator: Elizabeth Cooley, Actors Associates Panel: Lindsey Ransdell, President of interACT, Actors Theatre of Louisville Kirsten Murray, Actors Theatre Board of Directors Elizabeth Cooley, Actors Associate & Board Member	Galt House West (Rivue Tower): Violet Room

4:30-5:30	CAVORT General Meeting Presiding: Terry Delavan, CAVORT President Bright Ideas Awards Recognitions Evaluations Membership Renewals Door Prizes	Galt House West (Rivue Tower): Violet Room
5:30-6:00	CAVORT Board Meeting (CAVORT Board only)	Galt House West (Rivue Tower): Jasmine Room
5:30-7:15	Dinner on your own	
7:30	Wellesley Girl by Brendan Pelsue Opening Night	Actors Theatre: Pamela Brown Theatre Ticket Required
Post-performance	Opening Night Champagne Toast – public reception	Sarah Shallenberger Lobby
Post-performance	CAVORT Closing Reception – Cash Bar	Actors: MilkWood Restaurant Present Registration Badge for admittance
12:00 a.m.	CAVORT Hospitality Suite closes	Galt House East (Suite Tower) #346