

Canyon Keepers Meeting Scheduler Form



The Auburn State Recreation Area Canyon Keepers (ASRACK) is a volunteer organization that promotes healthy recreation by providing assistance and information for visitors to the Auburn State Recreation Area. We organize hikes, represent ASRA at community events, conduct trail maintenance, provide guided history walks, and assist the professional park staff through volunteer work. Our meetings (first Tuesdays of February-October) are open to the public and feature guest speakers on topics of park and local interest.

Thank you for volunteering as a presenter for the Canyon Keepers!

Canyon Keepers (ASRACK) requests the following information from you as a speaker at an upcoming meeting. Prior to the meeting, a brief announcement will appear in the Gold Country Media/Auburn Journal and/or other local calendars, and a more detailed announcement will be placed on the Canyon Keepers Website: <http://www.canyonkeepers.org>

Date Speaker Requested:

Speaker Name:

Speaker's Organization:

Speaker's Email:

Speaker's Cell Phone:

Speaker's Website (if available):

What's Available at the Meeting Place: We have a large presentation display with HDMI input to extend your laptop or mobile device. We also have an audio setup with microphones. We can provide tables for any physical "show and tell" props.

Do you require additional Audio Visual Equipment? (Please specify what you need for compatibility with our display) We can provide a laptop if required, with advanced warning. It will only be Microsoft compatible, (Windows based programs) and uses a USB Type A connection.

Please specify your media platform: Apple, Windows, Android, or Other. (Specify Other)

Our aim is to provide you with an operating environment that is ready to go when you are scheduled to speak.

Important Notes: Canyon Keepers meetings are held on the **FIRST TUESDAY of the month**, in the Foothills Room, unless otherwise specified. Official time to start will be 5:45 PM for light refreshments, 6:15 for meeting to start, 6:45 for main speaker to begin.

Speakers will have one hour to present/answer questions, plus 15 minutes for preparation (can be included time for presentation if already set up.) Wrap up must be **no later than 8:00 PM** due to obligation to hosting facility.

Canyon Keepers Meeting Scheduler Form



Our aim is to provide you with an operating environment that is ready to go when your scheduled to present. Thanks again for volunteering to present!

(More information is requested on the next page)

Month	Date and Time	Location	Topic/Guest Speaker
			Complete your write up below as you would want it to appear on the Canyonkeepers website. Document will expand as you type in the fields.
March	3/5/2024 5:45 for light refreshments; 6:15 for meeting start 6:45 for main speaker	Canyon view Community Center 471 Maidu Drive, Auburn CA	Title of Presentation: Speaker: Topic: Bio:
			<i>Optional: add one picture here. For .docx Scheduler Form, use the insert tab in Microsoft Word. For the .pdf form, just attach the .jpg file. Send this form and any .jpg attachment to joseph.shanahan@ca.parks.gov and gahughes@wavecable.com.</i>

Please email this form to: Joe Shanahan joseph.shanahan@ca.parks.gov (media distribution) and Gary Hughes gahughes@wavecable.com (website posting), no later than 15th of the month PRIOR to the CK meeting you will be presenting at.

If you have any questions on filling this form out, please contact Joe Shanahan.

For additional meeting information, or to make any suggestions for future topics/speakers, contact William Wauters at williamwauters@yahoo.com