

# CLASS HOST ORIENTATION 2023

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WELCOME - MIKE MCCLELLAND

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- Introduction
- Weekend Exhibits

# HHI CONCOURS & MOTORING FESTIVAL

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- Event Dates **NOVEMBER 3<sup>rd</sup> – 5<sup>th</sup>**
- Pinnacle Collector **THE GILMORE CAR MUSEUM**
- Honored Collector **BOBBY RAHAL**
- Velocity Collector **ED BOLIAN**
- Life Exhibits **LIFE ON THE OVAL (honoring the 75<sup>th</sup> anniversary of NASCAR)**  
**LIFE ON THE WATER**

# AGENDA - ED WARNER

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- Class Host Responsibilities
  - Class Host job description
  - Dress Code -Red Shirt, Red Hat and Khaki Pants
  - What to bring
  - Setup Your Assigned Class
  - How to park
  - Facilitate your Class
  - Help facilitate the Awards Program for your assigned Class
- Port Royal Show Field Layout Schedules for Port Royal
- Show Overview
- Final Reminders

# CLASS HOST JOB DESCRIPTION

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- Work with your Field Captain and Assistant Captain
- Be an ambassador of good will
- Ensure that the exhibitor has a positive experience at the show.
  - At least Two Class Hosts are assigned to each class which can include five to ten vehicles. The primary responsibilities are as follows:
    - Set-up your assigned class
    - Manage your assigned class
    - Manage the Awards Program for your assigned Class
    - One Class Host must be by car at all time
- **Have a helpful, positive attitude and be flexible!**

# CLASS HOSTS -WHAT TO BRING!

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- Cheerful & Helpful Attitude
- Folding Chair
- Sunscreen, Bug Spray & Sunglasses
- Water
- Red Shirt, tan khaki pants, Red Hat & Credentials
- Cell Phone –Fully Charged
- Comfortable Shoes / Change of shoes (grass may be wet)
- Pen
- Flashlight, it is dark at 7:00AM

## SETUP YOUR ASSIGNED CLASS

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- Become familiar with the vehicles in your class and the parking sequence. Check out the car database in advance and review your packets. Pictures of the cars will be in your envelope.
- Welcome the exhibitors to the Show and direct them to their assigned parking places.
- Prepare and install the signage for each vehicle, including license plates on Sunday.
- Explain the Class Host role to the exhibitor.
- Review the days schedule with the exhibitor.
- Learn and explain how the QR codes on the Vehicle signs work.

## FACILITATE YOUR ASSIGNED CLASS

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- Make sure that at least one Class Host is with the vehicles at all times.
- Ensure that the Exhibitor knows the layout of the show field and how to find facilities.
- Know how to contact the exhibitor at all times, get a cell phone number.
- Help protect the vehicles and keep the crowds at a safe distance.
- Ensure that no exhibitors leave the field prior to the closing time.
- Be the primary contact for any emergencies and know what to do in case of one.  
Call 911



## HELP FACILITATE THE AWARDS PROGRAM FOR YOUR ASSIGNED CLASS

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- Identify the award winners after judging and notify the exhibitors.
- Ensure that the exhibitors are with their vehicle at the assigned time for the parades.
- Work with the logistics team to arrange the award winners in the proper order when it is time to move to the show field.
- Escort the award winners to the show field and back at the assigned time.
- One Class Host remains with the Car Class

## CLASS HOST PARKING

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There are limited spaces a specific parking lots throughout the event site. Please confirm with your field Capitan as to where you park and what shuttle routes/times are for each day.

# CAR CLUB SHOWCASE - HIGHLIGHTS

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- Presented by CarVillage Bluffton (2<sup>nd</sup> year)
- Saturday, November 4, 2023
- Car Club Showcase organized on Red & Blue Fields:
  - 70 years of Corvette - Red Field North
  - British Invasion –Blue Field
  - Jr. Dragsters - Red Field South at the Crossover path
- Aero-Expo –Shuttle leaves at exit to Union Cemetery Road (end of Blue North field after tents before Porsche Display)

# CAR CLUB SHOWCASE - SCHEDULE

Saturday, November 4, 2023

- 6:00-6:30AM: Class Hosts and Logistics team arrival, check-in, grab coffee/danish/water
- 6:30-6:45AM: Walk to assigned field for meeting with assistant field captain and others
- 6:45-7:00AM: Receive Saturday Car Club envelope, review contents
- 7:00-7:15AM: Prepare your area, wipe off sign holders
- 7:15AM: Field loading begins
- 7:15-9:00AM: Park Car Club cars as they arrive in their assigned sections. Introduce yourself and other class hosts, obtain/confirm cell phone numbers and remind everyone to check back at 1:45PM for winning ribbon
- 9:00AM: Voting begins – remind exhibitor to complete voting ballot, returning to **administration tent by 11:30AM**
- 11:00-12:00PM: Class hosts lunch at Volunteer Tent. (half hour increments)
- 12:00-12:30PM: Crecent Award Green Ribbon placed on Vehicles. Cars not in Chairmen's parade, remain in place
- CARS MUST BE LINED UP IN A SPECIFIC ORDER. THE FIELD CAPTAIN AND FIELD LOGISTICS TEAM MEMBER WILL ASSIST IN ASSURING THIS IS COMPLETED CORRECTLY.

## CCS - SCHEDULE CONTINUED

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- 12:15 PM: Preparations for Chairman's Parade
  - You will know if you have a car in the parade. In your Saturday folder, you will have a placard with the Car Name and Order it should be in
  - CARS MUST BE LINED UP IN A SPECIFIC ORDER. THE FIELD CAPTAIN AND FIELD LOGISTICS TEAM MEMBER WILL ASSIST IN ASSURING THIS IS COMPLETED CORRECTLY.
  - Cars will come from 3 fields: Blue, Red North, Red South
  - Red South and Red North field will merge together and load in order before entering the Gold field.
  - Blue and Red fields will be merged together on the Gold field and drive down to the awards field area of Gold North
- 12:30PM: Chairman's Featured Cars Parade begins
  - You must walk your car from their parking spot (move the sign if needed and place in behind where the car was) down the field, Merge your car with the others, Hand off your car to the Manager on the Gold field. You **MUST** wait for your car to go through the parade and then pick it back after it passes the stage to take it back to its original parking spot.

# CCS - SCHEDULE CONTINUED

- 1:30 PM: Awards Parade Ribbons placed on cars. If a car in your club has a ribbon (not the green Crescent ribbon) begin to track your Exhibitor down immediately.
- 1:35 PM Michael C. & Dennis Gage use microphone cart to present crescent awards on show field: Blue->Red North->Red South.
- 2:15PM: Awards Parade Prep
  - On the back of the ribbon it will tell you the award and the order number the car must be in for this Parade.
  - Cars must be lined up in a specific order. Your Field Captain will be there to assist in the line up on your field.
  - If your car is numbered 26-41 (note: I do not have the exact # yet as I do not have the "Chevron" info - 41 is Best of Show) they will stay up on the awards field. Please have the Exhibitor pack up their belongings if they want. Give Exhibitor Sign (not holder)
  - Cars will come from 3 fields: Blue, Red North, Red South
  - Red South and Red North field will merge together and load in order before entering the Gold field.
  - Blue and Red fields will be merged together on the Gold field and drive down to the awards field area of Gold North
- 2:45PM: Awards parade begins
  - You must walk your car from their parking spot (move the sign if needed and place in behind where the car was) down the field, Merge your car with the others, Hand off your car to the Manager on the Gold field. You **MUST** wait for your car to go through the parade and then pick it back after it passes the stage to take it back to its original parking spot.
  - If your car is numbered 26-41 ? they will stay up on the awards field. You do not need to walk these cars back.
- 4:00 pm Awards program ends, cars leave show field. Car Host to place all sign posts next to blue poles for Sunday
- 4:00pm After Party (Short Game Area)

# CONCOURS D'ELEGANCE - HIGHLIGHTS

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- Sunday, November 5, 2023
- Concours organized on Red, Blue & Gold Fields
- Gold Field will host as well as the Award Parade
- Traffic management will be a key success factor
- Awards Parade prep begins at 11:00 with the line up of the fashion awards and ends at 4 pm
- Car Hosts Lunch in Volunteer Tent from 11-11:30 & 11:30-12:00

# CONCOURS D'ELEGANCE - SCHEDULE

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## Sunday, November 5, 2023

- 6:00-6:30AM: Class Hosts and Logistics team arrival, check-in, grab coffee/danish/water
- 6:30-6:45AM: Walk to assigned field for meeting with assistant field captain and others
- 6:45-7:00AM: Receive Sunday Concours envelope, review contents
- 7:00-7:15AM: Prepare your area, wipe off sign holders
- 7:15-9:00AM: Park Concours Car in assigned spot by year in their assigned section  
Introduce yourself, confirm cell number, remind them to check after 10:30 am for a winning ribbon
- 9:00–2:20PM: Voting -People's Choice
- 11:00SM: Class Hosts begin lunch breaks (11-11:30 or 11:30-12)
- 11:30AM: Fashion Awards will be placed on Concours Car (Please contact Exhibitor immediately)
- 11:45AM: Fashion Awards Parade begins –walk car up and back
- 12:00PM: Big Parade begins –you will receive a detail handout for this parade in your Sunday envelope
- 4:00PM: Awards program ends, cars leave show field



# MUST DO'S

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- On all Show Fields, after the cars are properly parked:
  1. Greet and welcome the exhibitor
  2. Explain your role as a Class Host.
  3. Get a cell phone contact number.
- If an Exhibitor Car has problems, help is available, call the Crash Cart: Chris Collins –843-683-1570
- On the Show Fields in Port Royal, the gates are closed after the cars enter and are not opened again until 4PM. Please inform the Exhibitors that they need to wait to leave until 4 PM to exit.
- Dress code is RED SHIRT, RED HAT and TAN KHAKI PANTS
- If you need help or have questions; Contact the Field Captains (Purple Hats)
- For Emergencies, call 911, emergency personal are on the grounds and will be dispatched by 911
- Class Host's, please do not partake of any alcohol while you are working the Show.

# FINAL REMINDERS

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- **Please arrive promptly for your assignments:**
- Show Field Prep Set-Up, Thursday, November 2, 9AM –4PM
- Show Field Set-Up, Friday, November 3, 9AM –4PM
- Awards Field Set-Up, Friday, November 3, 9AM –5PM
- Car Club Showcase, Saturday, November 4, 6:00AM –4PM, Cars arrive at 7:00AM, Information packets from Field Captain
  - Packets contain club list & car signs. Park the cars in the order that they arrive. Corvettes on Red North **must** be placed in correct numerical order.
- Concours–Sunday Show Field Set-Up, Saturday, November 4, 4PM –5PM
- Concours, Sunday, November 5, 6:30AM –4PM, Cars arrive at 7:00AM
  - Obtain information packets from Field Captain
  - Packets contain class list, car signs and License plates. Park the car in the order presented on your Class list.
- Lunch starts at 11AM so that Class Hosts can be ready for the afternoon parades. Lunch is served in the Volunteer Tent

# CLASS HOSTS ORGANIZATION

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<b>MANAGER:</b>	Edward Warner	770-364-0467	<a href="mailto:edhoncho321@yahoo.com">edhoncho321@yahoo.com</a>
<b>Assistant Manager</b>	Tim Nahley	630-215-8271	twnahley@hotmail.com
<b>Awards Park Captain</b>	Dick Sell	843-290-0847	<a href="mailto:RLSell1020@gmail.com">RLSell1020@gmail.com</a>
Red Fields	Tim Nahley	630-215-8271	<a href="mailto:twnahley@hotmail.com">twnahley@hotmail.com</a>
•    Blue Field	Diane Lukas	608-335-8940	lndtwo@outlook.com
<b>Blue Field Captain</b>	John Graham	978-239-1356	<a href="mailto:grahamjohn@comcast.net">grahamjohn@comcast.net</a>
Assistant Blue Field Captain	Charlie Benson	503-789-7234	Charlie5915@hotmail.com
<b>Red North Field Captain</b>	Peter Hanses	843-410-8446	Hansesp@gmail.com
Assistant Red North Field Captain	Gene Castrovillo	814-442-4583	gcastrovillo@aol.com
<b>Red South Field Captain</b>	Christine Colaguori	732-768-3853	<a href="mailto:christinecolaguori@gmail.com">christinecolaguori@gmail.com</a>
<b>Class Host Check-in Manager</b>	Matt Thomas	740-3910976	Mcthomas383@gmail.com
<b>Logistics Manager / Traffic Control</b>	Lance Killoran	703-819-9587	Lancemilo66@gmail.com
Red Showfield	William Siegel	703-587-2833	wlsiegel@gmail.com
Blue Showfield	Howard Dupee	215-688-9327	Hdniw1@gmail.com
Red Showfield	Ed Cordes	832-439-0467	egcordes@gmail.com
Red Showfield	Robert (Gene) Garcia	801-755-6620	gene@cya-coveryourassets.com
Red Showfield	Brian Wallace	202-258-8848	Briwal25@yahoo.com
Blue Showfield Gate	Chris McCorkendale	843-8161628	<a href="mailto:Cmccork55@gmail.com">Cmccork55@gmail.com</a>
	Becky McCorkendale	843-422-6027	<a href="mailto:crmc2009@gmail.com">crmc2009@gmail.com</a>
<b>Red Showfield Gate</b>	Jeff Kelley	703-969-9033	<a href="mailto:jkelly@tenaxaerospace.com">jkelly@tenaxaerospace.com</a>
	Franklin Thomas	513-295-7058	fzmzthomas@yahoo.com
<b>SPECIAL EXHIBIT HOSTS</b>			
• PINNACLE COLLECTION	Luke Lukas	608-516-0222	lndtwo@outlook.com
• HONORED COLLECTOR	Mike Nolte		
• FEATURED COLLECTOR			

# VIPS ATTENDING THE MOTORING FESTIVAL

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- Ken Gross—Curator and Collector
- Mark Hyman—Classic Car Collector
- Keith Martin—Publisher and TV Personality
- Jay Ward —Director Pixar Studio, Creative Director, Franchise
- Ed Bolian – Velocity Collector, Founder and CEO, VINwiki
- Christopher Chapman - Former Senior Chief Designer of North America, *Hyundai Motor Company*
- Dennis Gage – TV Host
- Cesar Pieri – Judge, Founder, *The Pieri Design Studio*
- Bobby Rahal –Honored Collectors
- Richard Vaughan – Judge and Director of Design Quality, Perceived Quality, and Craftsmanship, *Rivian*
- IRINA ZAVATSKI - JUDGE, Vice President, Chrysler Brand Exterior Design, Production Design Office