Fred Huntzicker – My view of what I do as Awards Chair

A) Run remote competitions each month
   a. Solicit judges each month
   b. Collect images from entrants
   c. Rename images to remove names and titles (using batch file to rename)
   d. Distribute anonymized images to 4 judges (occasionally acting as judge myself)
   e. Collect scores and comments from judges
   f. Total scores, enter into spreadsheet, prepare competition slideshow text file.
   g. Distribute Scores and Images and Comments to Dennis Green (newsletter and comment distribution), Al Huberty (remote meeting) and Dennis Hanser (PSA)
   h. Prepare USB stick for in person meeting (Named images and slide show file)
B) Announce Competition entries and winners each month
   a. Print up results for reading during meeting
C) Print and Distribute Award Ribbons each month
   a. Utilize Mail Merge to bring excel results into Word document for printing labels for ribbons
   b. Sort ribbons for easy distribution
D) Buy and Distribute Trophies for end of year awards
   a. Place order for plaques
      i. 2(6x8) for High Point Total and Image of the Year
      ii. 1(5x7) for 2nd place Point total
      iii. 1(4.5x6.5) for 3rd place Point total
   b. Place order for (Rising Star) as needed
   c. Buy frames as necessary for certificates of merit
E) Provide input on scoring methods to club