



University of ChicaGlow - Schedule Welcome to The Class of 2025

Note: Schedule is subject to change

Saturday Aug. 16, 2025

7am – 11pm	Freight Dock Open	Load-in décor/props etc.
On-call	Registration desk set up – packets	Grand Ballroom Foyer
10am. –	Meeting with committees/crew members	Grand Ballroom Foyer
10am –	Load in décor/props, etc. Decorate Hotel	Lobby/Grand & Jr Ballroom Foyers

Sunday Aug. 17, 2025

7am – 11pm	Freight Dock Open	Load-in décor/props, etc.
8am – 8pm	Decorate Hotel	Lobby/Grand & Jr. Ballroom Foyers
9am – 6pm	Museum Room case install - set up	Jr. Ballroom
12 – 8pm	On Call & partially Manned - Registration Desk open (packets)	Reg. Desk GB Foyer
	Hospitality room cookie/cookie contest drop off	Reg. Desk GB Foyer
	Raffle Drop off	Reg Desk GB Foyer

Monday Aug. 18, 2025

7am – 11pm	Freight Dock Open	Load-in
8am – 11pm	Decorate Hotel	Lobby/Grand & Jr. Ballroom Foyers
9am – 5pm	On Call & partially manned Registration Desk open (packets)	Reg. Desk GB Foyer
	Hospitality room cookie/cookie contest drop off	Reg. Desk GB Foyer
	Raffle Drop Off/Check in	Reg. Desk GB Foyer
9am – 6pm	Museum Room Setup	Jr. Ballroom
9am – 5pm	Tours – Sanfillipo Estate	Westin Lobby (Bus)
8am – 12pm	Decorate hotel	Lobby/Grand & Jr. Ballroom Foyers
1pm – 5pm	Hospitality Room set up decorate	Jr. Ballroom (split)
6pm – 8pm	After -Glow	TBD
8pm – 11pm	Room Hopping	Hotel floors 2 – 7

Tuesday, Aug. 19, 2025

7am -11pm	Freight Dock Open	Load-in
8am – 5pm	Raffle Set up	Jr. Ballroom hallway

8am – 4pm	Registration Desk open (packets) Hospitality room cookie/cookie contest drop off Raffle Drop Off/Check in – SET UP	Reg. Desk GB Foyer Reg. Desk GB Foyer Reg. Desk GB Foyer
9am – 7pm	Museum Room Setup	Jr. Ballroom
8am – 12pm	Decorate hotel	Lobby/Grand & Jr. Ballroom Foyers
9am – 12:30	Tours - Driehaus Museum & 1st Presbyterian Church	Westin Lobby (Bus)
9am – 12:30	Tours – Architectural Boat Tour	Westin Lobby (Bus)
10am – 12pm	Vetting Meeting - subject to change	Cypress B
10am- 12 pm	Workshop – Festive Holiday Planter	Magnolia
Noon – 5 pm	Auction Drop Off	Reg. Desk GB Foyer – (Grand A-D)
12:15	Set up for Special Luncheon	Harry Carys
1pm – 3:00pm	Special – Victorian Lunch	Harry Carys
3:30 pm – 5pm	Workshop – Christmas Cocktails	Cypress A
11am – 4 pm	Auction Drop Off	Reg. Desk GB Foyer – (Grand A-D)
6pm – 11pm	Christkindlmarkt Set Up	Lilac ABCD
7pm– 11pm	Room Hopping	Hotel floors 2 -7

Wednesday, Aug. 20, 2025

8am – Noon	Museum Room – Final set up	Jr. Ballroom
8am – 4pm	Registration Desk open	Reg. Desk GB Foyer
8:30am – 10:00	GGCP BOD Meeting – Breakfast	TBD
8am	Museum Room Vetting	Jr. Ballroom
8:30 am – 9:30am	First Timers Meeting	Magnolia
9:30 am – 12:30pm	Christkindlmarkt Open	Lilac ABCD
9am – 4pm	Raffle Open	Jr. Ballroom Foyer
1:00 – 2:30	Special Luncheon Holly	Harry Carys
3:00 -4:30	Workshop – Ceramic Trees	Cypress A
5pm – 6pm	Opening Reception – Cocktails (Cash bar) Caroling/chorale	Grand Ballroom Foyer
6pm – 7:30pm	Convention Opening -Dinner	Grand Ballroom E-J
7:30 – 9:00	Museum Room Opening	Jr. Ballroom
8:30 – 11pm	Room Hopping	Hotel floors 2 -7

Thursday, Aug. 21, 2025

9am – 4pm	Reg. Desk Open	GB Foyer
9am. – 4pm	Raffle Open	Jr. Ballroom Foyer
9 am. -11am	Educational Talks	Grand Ballroom E-J
1pm – 4pm	Hospitality Room open	Jr. Ballroom (split)
2pm - 3 pm	Cookie Contest Judging	Magnolia
9am-6pm	Museum Room Open	Jr. Ballroom
2pm-3pm	Talking Museum	Jr. Ballroom
12 – 1:30	Member Lunch	Grand Ballroom E-J
3:30 – 5:30pm	Educational Talks	Grand Ballroom E-J
6:00 – 8:00 pm	Special – Lighting Dinner	Harry Careys
8:00 pm –9pm	Norfolk Convention Planning meeting	Cypress A
8 pm – 10pm	Auction Vetting	Grand A - C
8pm – 10pm	Facebook Party	Hospitality (Jr. Ballroom)
9pm – 11pm	Room Hopping	Hotel floors 2- 7

Friday, Aug. 22, 2025

7am - 9am	Auction Set Up	Grand Balloon A – J
9am –Noon	Annual Membership Meeting	Grand Ballroom E-J
1:00 pm – 2:00 pm	Auction Preview	Grand Ballroom A-J
1:00 pm – 2:00 pm	Silent Auction	Grand Ballroom A-J
2:00 – 5pm	Live Auction	Grand Ballroom A-J
3pm – 4pm	Auction – Cocktails (Cash bar & hors d’oeuvres)	Grand Ballroom A-J
5pm-9pm	Museum Room Open	Jr. Ballroom
7pm – 8pm	Cookies open	Hospitality Jr. Ballroom
8- 10 pm	NYE Party	Harry Careys
7pm – 11pm	Sales Room Set-up	Lilac ABCD
7pm - 11pm	Room Hopping	Hotel floors 2 -7

Saturday, Aug. 23, 2025

6am – 9am	Sales Room Set-Up	Lilac ABCD
7am. – 9am	Sales Room Vetting	Lilac ABCD
9am – 4pm	Raffle Open	Jr. Ballroom Foyer
8am – 11am	Museum Room Open – Last Call	Jr. Ballroom

9am – 12pm

9am – 4pm

9am – 4pm

1pm – 5pm

11am- 4pm

12-5pm

12:30pm

1pm – 3:00pm

3pm – 4pm

5pm- 8pm

8:30pm – 11pm

8:30pm – 11pm

Sales Room Open

Reg Desk Open

Raffle Open

Sales Room Tear Down

Museum Room Tear Down

Convention Tear Down

Roundtable set up

Roundtable Talks

Norfolk Convention Planning meeting

Convention Closing Banquet - Awards

Museum Room Tear Down

Convention Tear Down

Lilac ABCD

GB Foyer

Jr. Ballroom Foyer

Lilac ABCD

Jr. Ballroom

Hotel

Magnolia

Magnolia

Cypress A

Grand Ballroom E-J

Jr. Ballroom

Hotel

Sunday, Aug. 24, 2025 - Museum room and Convention tear down (Case pick-up)
