



## 2017 Akhanda Bhajan Program Schedule

November 11<sup>th</sup> & 12<sup>th</sup>, 2017

Seva & Devotional



Overall Devotional Coordination: Pravin Wagh

Overall Seva Coordination: Anuruddha Perera

Center	Bhajan Time Period	Devotion Coordinator	Seva Time Period	Service Coordinator
Young Adults	6:00 PM – 8:15 PM	Sharda & Vinay	3:45 PM – 6:00 PM	Sharda & Vinay
Karuna	8:15 PM – 9:15 PM	Kamalini N Kuganathan	6:00 PM – 7:00 PM	Dr.Kaustabh K Ghosh
Upland	9:15 PM – 11:00 PM	Jaya Wati Singh	7:00 PM – 8:45 PM	Indra Ramsawack
South Bay	11:00 PM – 12:45 AM	Bharathi Dhanakoti	8:45 PM – 10:30 PM	Vijay Venkataraman
Lakewood	12:45 AM – 2:30 AM	Saras Kollengode	10:30 PM – 12:15 AM	Odai Peri
Hollywood	2:30 AM – 4:15 AM	Daniella Danilov	12:15 AM – 2:00 AM	Harita Wahls
Torrance	4:15 AM – 6:00 AM	Balakumaran	2:00 AM – 3:45 AM	Indran Muttukumaru
Los Angeles	6:00 AM – 7:45 AM	Eon Burchman	3:45 AM – 5:30 AM	Joe Wilder
Mission Viejo	7:45 AM – 9:30 AM	Gopal Naka	5:30 AM – 7:15 AM	Sidhartha Sen
Glendale	9:30 AM – 11:15 AM	Anand Dwarakanath	7:15 AM – 9:00 AM	Nosh Vadoli
SSE	11:15 AM – 12:15 PM	Nilem Patel & Saras K	9:00 AM – 10:00 AM	Vimala Srinivas
Arcadia	12:15 PM – 2:00 PM	Vinod Chowdary	10:00 AM – 11:45 AM	Chiranjeevi Marlapati
Chatsworth	2:00 PM – 3:45 PM	Rani Slee	11:45 AM – 1:30 PM	Rajesh Vedd
Tustin	3:45 PM – 6:00 PM	Sumathi Reddy	1:30 PM – 3:45 PM	Dinakar Reddy
All Centers			3:45 PM – 6:00 PM	Anuruddha Perera

Veda Chanting Saturday- 5:30 PM to 5:55 PM

Alter Decoration: Tustin Sai Center

Food Coordination: Los Angeles Sai Center

Dining Hall Decoration: South Bay Sai Center

Saturday Dinner – 7:30 PM to 9:30 PM

Sunday Breakfast – 7:00 AM to 9:00 AM

Sunday Lunch – 12:00 Noon to 2:00 PM

(KITCHEN WILL BE CLOSED AT 2:30 PM on Sunday)

Bhajan Facilitators	Time Period	Service Facilitators
TBD	Saturday 6 PM to 12 AM	TBD
TBD	Sunday 12 AM to 6 AM	TBD
TBD	Sunday 6 AM to 12 PM	TBD
TBD	Sunday 12 PM to 6 PM	TBD



## Devotional and Service Responsibilities



### Service Responsibilities

#### **Seva Dal Coordinator's Duties**

Each center's Service Coordinator has been assigned the responsibility to coordinate service for their center. For each time period there should be at least 9 volunteers. Two volunteers will be needed near the entrance, three in the parking lot, one at the door, and two in the hall (one lady and one gent), and one at the food counter. If your center's duty is at night, the volunteers should bring flashlights and warm clothing. If more than one center is sharing a time period, the coordinators should get together and decide who will be the volunteers.

#### **Seva Dal Volunteer's Duties**

- Receive guests and direct them to the bhajan hall.
- As bhajan leaders arrive, direct them to the bhajan coordinators, and leave it to the coordinators or facilitators to seat them.
- Maintain silence at all times in the bhajan hall, hallway, and kitchen areas.
- Answer questions from the devotees and assist as and when requested.
- Check the restrooms periodically for cleanliness and supplies.
- Help out in the kitchen as necessary.
- Periodically, arrange the shoes so the entrance area looks neat and proper.
- Empty trash cans as needed, and keep the entire area clean.
- Ensure that cars are parked properly.

### Devotion Responsibilities

**Center Devotional Coordinators** have been assigned the responsibility to coordinate their center's bhajans.

**Devotional Coordinators & Bhajan Coordinators** should ensure the following:-

- Bhajan leaders arrive early to ensure a smooth transition between centers.
  - There is a smooth transition of microphone(s) from one leader to another.
  - The volume and quality of accompanying musical instruments is controlled.
  - Harmony is maintained in the group.
- Musical instruments are not left unattended.

There are three things to bring to your attention about your time slots and songs:

- Projection of lyrics
- Transition between groups
- Special audio requests

### **Lyrics projection**

Our ability to project bhajan lyrics has been improving over the last few years. It is optional and not required. If you would like to have your song lyrics projected:

- Please send them to Arvind Muthukrishnan ([m.arvindkumar@gmail.com](mailto:m.arvindkumar@gmail.com)) by Wednesday, November 8
- Please provide a volunteer to run your center's slides because a member of the media team may not be available

Arvind will create a standardized set of slides of your lyrics. The lyrics should be listed exactly as they are to be sung, and in the order your group will be singing them. Please do not copy/paste a version that is different from what your group will be singing.

### **Transition between groups**

We have a new method this year for the transition between groups. A recording of Swami will play at the start of each slot, and the group transition will occur during this time. Instruments and singers should be able to enter or exit more easily, and singing a last song or starting the first one need not happen in haste. The audio team will also have more time to get the microphones set up correctly.

The transition procedure is that any non-essential members of the outgoing group should start leaving when their center's last song starts. Members from the incoming group can roughly start positioning themselves around this time. The transition is finalized while Swami's song plays.

Following the discipline of adhering strictly to the schedule is greatly appreciated, i.e. please end promptly.

You will need to select mens and womens volunteers to be your group's transition facilitators. The facilitator's role is to help your group both enter and exit their time slot, and also lend a hand to the previous or next group if necessary. Please let me know who your facilitators are, and their contact information.

Remember to account for Swami's song in your overall timing. That bhajan will not be very long.

### **Special Audio Requests**

Please let us know in advance about any special audio needs your musicians may have. It is best if your musicians bring their own sets of cables, connectors and adapters because we may not have the same parts available in Region 8's collection of audio equipment. Please contact Venky ([nvenkate@yahoo.com](mailto:nvenkate@yahoo.com)) so that the audio team can be better prepared to support you.

### **Action Items/Summary**

- If you want to project lyrics, please send them by Wednesday, November 8 and select a volunteer who will run the slides for your group
- Transitions between groups will happen while a recording of Swami is being played, and you will need to select mens and womens volunteers to help your group enter and exit
- Contact us ahead of time with your special audio requests

An additional item: please let us know if any of your musicians are available to fill-in for other centers.

Please contact me if you have any questions about any of the things mentioned in this email. You can reach me at [pravinwagh@gmail.com](mailto:pravinwagh@gmail.com) and [949-274-9019](tel:949-274-9019).