

Trunk of Treat

September 18, 2019

We have \$221.00 in cash and \$20 cash from Barbara Welch. Schuber Mitchell has agreed to \$150 donation.

We are looking into an arch for the entrance – Sarah contacted someone who will let us borrow there arch to use and decorate.

We will have a face painting booth.

Flo is going to talk to Mike at Casey's for a candy donation.

Melody will work up a spreadsheet to keep track of all the funds

Brandon at Celebration Church will be getting the congregation to donate candy for the event.

Popcorn Machine – Sarah will check into seeing if she can borrow one from the school. We will check with Atwoods to see if they might donate the supplies for the popcorn machine.

Jack's Ice Cream will have a truck here to sell ice cream to anyone that might want some.

Inflatables – House of Bounce sent Becca a variety of levels and price ranges for us to decide on. She was also going to check with Affordale Party Rental to see what they might be able to do for us.

Becca was going to check with some people to see about providing some music during the event.

Flyer – Sarah will be working up a mock up for the next meeting

- Half sheet to go home with the kids/quarter sheet to go convenience stores
- Duquesne Police Department presents Super Hero Trunk or Treat

We will put the information on the City Sign, our facebook page and our website and Becca is going to ask Celebration Church if they will put it on their sign as well.

Becca is going to talk with Gabe about working up some yard signs for us – whatever he would provide but no more than 20. Becca will also talk to Gabe about badges for us to hand out and see if he would also want to decorate a car to put in. Becca is also going to see if they would print up a banner that we could put up and use year after year.

Sarah is going to talk with Calvery Chapel to see if they would help with collecting candy donations.

Will plan on handing out the flyers to the school around October 16th and the press releases will be sent out to the news media at that time as well which Melody will be taking care of. We will want the flyers to go to the churches that help with the candy donations for them to hand out to the congregation as well.

We need to be thinking about a back up plan in case of rain.

We need to email sponsor logos to Sarah when we get them so that she can include them on the flyer.

Becca will also contact Allgeier Martin to see if they would want to donate anything.

We need to email the Duquesne PD logo to Sarah.