

Halloween in Paradise Membership Committee
July 19, 2018 Meeting Minutes

Attending: Mary Couch, Kathy Crawford, Karrie Larrabure, and Tricia Yachcik

The Meeting was called to order at 10:00 am on Thursday July 19, 2018 by Kathy Crawford.

Meeting Minutes from July 11, 2018 were approved.

Group voted in and approved Kathy as Chair of the Committee, Mary the Vice Chair and Karrie the Secretary.

Mission Statement was approved by all.

Kathy reported that donations collected at the July Swap Meet equaled \$4.00. There will not be a swap meet in August, so that leaves only September's swap meet to raise money. Kathy presented the "Halloween in Paradise Buttons" to be sold at the next swap meet. Mary will donate 4 Dozen Cookies to be sold, and Tricia will crochet and donate toys to be sold at the swap meet.

Lorna created a "Go Fund Me" page and sent the link to Kathy, who will send the link to the rest of the committee to review.

Mary reported that we can have food trucks and will look into a kid friendly vendor such as hot dogs. Kathy may have a possible contact for a vendor that sells green papaya salad and summer rolls. Suggestions Mary had received for the event included shaved ice and turning the playground into a haunted house. The group liked the idea of serving shaved ice, but decided against the haunted house due to safety concerns about kids having to cross the parking lot.

Kathy is working on getting advertising into *The Conch* that will include the "Go Fund Me" page. We will need 10 signs to advertise the event. Mary will ask the General Manager about Signage.

Tricia has a friend that will do face painting at the event and already has the supplies needed. Tricia will also do balloon animals at the event.

Karrie reported that if we would like to ask Target for a donation, we will need to submit a letter that includes the items that we are asking for, the date that we need them by, and a Tax ID. The letter would need to be submitted as soon possible. Mary will ask the Board of Directors for the Tax ID. Kathy added other stores that we can request donations from: Target, Safeway, KTA, Foodland, Ben Franklins, Home Depot, Longs, Malama Market, Cost-U-Less, McDonalds-for coupon books as prizes.

The group discussed games, prizes, and activities for the event. It was decided that Kathy would purchase some non-candy prizes and games for the event. Mary will donate 2 big bags of candy from Costco. The group decided that some of the games could be made instead of purchasing them. The group also decided to use a ticket system at the event for games/activities. The first 5 tickets will be free at the door, additional tickets will be available for purchase. Kathy will also order/purchase the tickets. It was suggested that we could play a movie with a projector and screen to create a quiet/time-out space, could also provide crayons and coloring pages at this space. Other activity ideas included, a crawl through "haunted maze", photo ops, trick or treat door cut outs made from boxes, Halloween themed crafts. The group estimated that we will need 20 helpers at the event, we have 11 so far. It was suggested that we could use banners as signs for the event.

Homework assignment: Mary will look into food vendors, check with Mayelin about painting some of the booths, check with the general manager about signs, get the Tax ID, ask Lorna to make the witch's hat game. Karrie will find out if Target can give us 4-foot-tall boxes, make the bowling game, and tin can "Knock over the Monsters" game. Kathy will streamline the letter for donations and will do the ordering of

prizes and games. All are to send Kathy suggestions on what items specifically we are asking for from each store.

Next Meeting Wednesday August 1st, 9:00 am.

Meeting adjourned at 12:08 p.m.