

CP Chamber Hunters Feed Community Agenda

Location:	Cottonwood Downtown Cafe
Date:	08/26/2024
Time:	6:00 pm

Agenda details:

- Call to order:
 - Members present:
 - Members absent:
 - Others Present:
- New Business:
 - a. Secure door prizes
 - Must have ticket with information accompanying the prize
 - Google form of prizes will be made available
 - Prizes will be turned into the chamber office, all in one place.
 - Prizes will be numbered night before and listed out to ensure nothing gets stolen (or makes it harder to steal)
 - Big ticket items:
 - J&L has donated large items in the past
 - Raffle off separately and for purchase
 - \$5 a ticket or 6 for \$20
 - b. Goodie Bags
 - Round up “swag” to put in bags
 - Tiffany has bags that she will donate
 - Obtain information from businesses in town or create a booklet to put in there with business information
 - Restaurant Menus
 - d. Sponsors
 - Donations/ Sponsors needed for meal. - Ruby has forms
 - e. Volunteers needed - sign up through Sign-up Genius:
 - Check in Table (6 spots)
 - No info needed on tickets for raffle items. Numbers will be read out
 - Hand separate meal ticket to each person to give at the head of the meal ticket table.
 - Hand out goodie bags
 - Announcer (1 spot)- have backup in case
 - Announcer Assistant (1 spot)
 - Gun Raffle Table (2 spots)
 - Big Ticket Item Raffle (2 Spots)
 - Door Prize gatherer for announcer (2 spots)

- Door Prize Hand Out (2 spots)
- Meal Ticket Taker at front of line (1 spot)
- Line Servers (8 spots)

f. Discuss Purchases needed.

g. Tables & Chairs - Football Players bring tables - Coordinate

- Tables were used to set up meal line (From community center)
- Chairs were set up in a line like auditorium seating (no tables to eat)
- Need about 3 tables to check in only to expedite the process
- One table for purchase of raffle tickets need to be close to the gun but not close to the check in table
 - This is for the big-ticket items that will be donated
- One table for gun raffle

h. Critiques from last year - Resolutions for this year

- More Tables and Chairs
- Flow of line
- Length of Hunter's Feed
- More Trash Cans
- Better Presentation/Time Management giving Door Prizes

● Adjourn