



PARTNERS FOR PARKS PUBLICATION

A collaboration of Lakewood service clubs, community groups, educational institutions, military, businesses and public entities working to provide improvement of Lakewood area parks

Vol. V No. 5

March 25, 2009

MEETING DATES SET

Mark your Calendar – the following dates are meetings to plan PFP's 2009 Black Tie and Blue Jeans Ball.

Friday, April 3
Friday, April 24

All meetings are at 7AM and will be held in Room 3A at Lakewood City Hall.

ONLY 2 MEETINGS LEFT!!!

TICKETS ARE HERE!

Mary D. distributed tickets to the Service Club representatives and to others interested in selling this year. 250 tickets have been dispersed – and now it's time to **SELL – SELL – SELL.**

Get your address book out – we don't have to reserve the evening for just Lakewood folks. American Lake Park is used by many people outside Lakewood. Remember it is a fun evening of fellowship, laughter, dancing and great food. Put together your own table – better yet, put together a couple tables!

Mary M. and Duncan S. have created tracking forms so we can gather participant information. Sue B. reminded us to protect confidential information on check and credit card payments – spoken like a true banker!

Mike A. will check on phone line access at the venue for credit card machine use. Ted W. and Leslie S. are meeting with Merchant Services to set up our credit card machine service.

FOOD

Sally S. has the food covered – Gallucci's will provide a wonderful buffet for all our guests.

VOLUNTEERS NEEDED

Come prepared to address your committee's need for volunteers at the April 3 meeting -- number of volunteers needed, times they need to be there and tasks to be completed. A master list will be developed with sign ups being completed at the April 24 meeting.

Like last year, we encourage everyone to buy a ticket but we want our hard working volunteers to enjoy the evening too so space out the volunteer needs and let us know of extenuating circumstances so everyone can attend.

NO AUCTIONS -- BUT A GREEN RAFFLE

As we work toward supporting parks in Lakewood, this year's Black Tie and Blue Jean's Ball will hold a "Green Raffle." Our goal is to get 10 good prizes (Park, Garden or Green related). Guests will be able to purchase \$5 raffle tickets, placing their tickets in appropriate PFP pails to be eligible for that particular prize. We've got a good start, but still need a couple more unique and fun prizes.

PROMOTIONS

At the March meeting, posters and post cards were distributed. If you didn't get your "stash" Mary D. has more. Sue Bo. has sent post cards to all guests that attended last year's event – Thanks Home Street Bank! Suburban Times has signed on as a sponsor and will run the flyer in their paper once a week until the event – Thanks Ben and Dave! Press releases are available for newsletters – again contact Mary D. A calendar of service club meetings was put together – make sure all clubs get a program to promote the event. Lakewood Rotary, how many tables will you be sponsoring?

FUND-AN-ITEM

Denise Y. is preparing props for each partnership category (\$5,000, \$3,000, \$2,000, \$1,000, \$500). She will create some smaller ones (\$100, \$50, and \$25) for the "raise the paddle" part of the program. Denise will also notify the partners to stand at the event and announce their donation. This is a fun part of the evening – let's make sure all our partners are represented.

DECORATIONS

The room will be decorated with park colors – Olive, Chocolate, Gold -- rich, warm and inviting! Vanguard will begin setup at 10AM on Saturday. They will need 4 people to help drop linen and set centerpieces. (Marilyn and Sydna are two). They will decorate stage, dessert area, bar, guest tables, entry and will help hang banners. Three people are needed to strike on Sunday between 9 – 12noon. (Sydna will be one).

PARTNERSHIPS

Charlie provided a current list of partners. Make sure all partners are coordinated through Charlie and Helen. We need to track them and make sure they receive all their benefits. Will someone volunteer to handle sending thank you letters? Sue Bo. has indicated she knows a florist that might help us with flowers like last year – wine glass filled with flowers as a thank you?

SET UP AND TAKE DOWN

Trucks for delivery through Charlie M. and Mike A. are available. If your committee has pick-up needs, let them know.

QUESTIONS?

Wine? Beer? Desserts? Tickets Sold? Volunteer needs? Raffle Items? Group to assemble guest packets?