

Creative Hand 2010 Leadership and Committees

Updated 6/23/2010

Co-Chairperson: Sandy Cahill 816-505-5507, cahill5505@sbcglobal.net
Co-Chairperson: _____
Treasurer/Sales Desk: Elenor Chipman 816-930-2407, elenorc@centurytel.net
Set Up Chairperson: Susan Hoisington 785-843-7660, tjsuz@juno.com
Set Up Chairperson: Judy Santner 913-888-1731, jsantner@kc.surewest.net
Publicity Chairperson: Laura Mayes 913-831-2567, mayeslaura@earthlink.net

Design Committee: Lynn Baxley, Traci Bunkers, Phyllis French, Jan Gallagher, Kim Mann, Nancy Proctor

Publicity activity February - November:

Color Postcard: Design: *Design Committee*
Design, Print, and Distribute color information cards *Design Committee*
Update Mailing List: Marci Blank
Color Postcard: Research printing costs & mailing schedule: Susan Myers
Update Media List Marne Close, Carolyn Budd, Matt Nowak
Develop email customer list Carol Estes

Before the Show activity February - November:

Research new show locations Lolly Buxton
Fiber Guild Representative Laura Mayes
Weavers Guild Representative Lolly Buxton
WG and FG Newsletter updates Leesa Duby
Develop and Manage new Creative Hand web site Kim Mann, Jan Gallagher, Becky Stevens
Artist Statements, Photographer Sherri Pickett

Before the Show activity August – November:

Artist Flyer (from business cards) Rhonda Ernst, Becky Koop
Philanthropy Sue Adair
Scrap Book/Historian Kathy Dotson
Product Evaluation: Lolly Buxton, Sandy Cahill, Elenor Chipman, Susan Hoisington, Laura Mayes, Leslie McLaughlin, Judy Santner

Publicity activity September - November:

Color Postcard: PDF and list to selected printer, additional cards for artists .. *Design Committee*
Design, Print, and Distribute B/W Postcards *Design Committee*
Design and Print Posters *Design Committee*
Write Press Release and Print Articles Martha Heimbaugh
Initiate and Update Electronic Media (Ravelry, Facebook, Twitter) Becky Stevens
Get into Calendars (regional magazines, local media) Donna Putman

Publicity activity October – November:

Make new Signs/banners for show week *Design Committee*
Color Postcard: Distribute to KC area yarn shops Elizabeth Kontras, Carolyn Budd
Posters Distributed: _____, _____, _____
Get Media Exposure (TV, Newspaper Articles) _____
Hotel marquee, signs/banners up Fri 4:00 and Sat 10:00 Sally Heald

Scheduling/Coordinating activity October – November :

Cashier Scheduling Elenor Chipman
Sales Floor Scheduling Sandy Cahill
Demonstrations Coordinating MariLou McAnany
Fashion Show Coordinating Leslie McLaughlin
Artist Packets assembled and mailed Sandy Cahill, Susan Hoisington
Artist Food Coordinating Carol Ann Parker, Leesa Duby

At the Show activity in November:

Set-Up Committee: Susan Hoisington, Judy Santner, Lolly Buxton, Sandy Cahill, Elenor Chipman, Laura Mayes, Leslie McLaughlin, Traci Bunkers, Marcy Burns, Debbie Dubinsky, Chris Hunsburger, Lory McDonald, Andrea Scott, Marilyn Smith, Danny Smith
Guest Book Marne Close
Holiday music at the show, Fashion Show sound system Rhonda Ernst, Julie Sackman (harp on Friday)
Artist Name Tags Dian Stanley
Artist Break Room Supervisor Leesa Duby
Fashion Show Committee: _____, _____, _____, _____, _____
Artist Food Committee: _____, _____, _____, _____, _____
Work an Extra Shift to fulfill committee responsibility: Shirley Bennett, _____, _____, _____, _____