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# Jonesboro Jaycees



## Dog-N-Suds

A Party on the Patio@

# 2004

<b>1. Primary Purpose:</b>
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The purpose of this project is to recruit new members by hosting Dog N Suds.

<b>2. Give a brief description of the proposed project and background information. Follow this with a listing of the specific and measurable goals to be accomplished by this project.</b>
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The Jonesboro Jaycees host the Dog N Suds project annually. This project is used as a recruitment tool. We also take this opportunity to train new members and possible future members on the NEA Fair Concession Stand. Project chairs will solicit donations from local businesses for door prizes for members and non members. The project will take place at the NEA Fair Grounds on September 10<sup>th</sup>, 2004. We will charge members \$5.00 and guests will get in free. We will have a DJ who will provide music for entertainment. Participants will eat, drink, dance, and hopefully win prizes. Postcard invitations will be sent to each member, roosters, and potential new members telling them about the upcoming project. Extra postcards will be distributed at meetings to hand out to family and friends. The chairman will make announcements in meetings and call people to make sure they know about the project. Members will be encouraged to recruit new members, and invite friends and family.

- Goal 1:** Recruit 2 new members.
- Goal 2:** Have 15 members involved in project.
- Goal 3:** Activate at least two new members.
- Goal 4:** Have at least 5 prospective members attend.

3. What are the specific manpower assignments?	
<p>Mark Osborn, <b>Chairman</b>  5301 Nathan  Jonesboro, AR 72401  932-7125</p>	<p>Chairman.  Secure location.  Promote project at meetings and by postcards.  Solicit manpower by making phone calls about project.  Call members and ask them to invite prospects.  Solicit local businesses for donations for door prizes.  Purchase snacks and food for the event.  Arrive early and assist with decorations and food preparation.  Greet all in attendance.  Introduce prospective members to current members.  Socialize with visitors about chapter and upcoming projects.  Recruit members and assist them in filling out membership applications.  Supervise clean up.</p>
<p>Heather Davis  <b>Chairman=s Assistant</b>  324 CR 407  Jonesboro, AR 72404  931-5378</p>	<p>Chairman=s Assistant  Obtain start-up money from Treasurer &amp; Board.  Create postcard for mail out.  Promote project at meetings and by mailing postcards.  Obtain postage.  Mail postcards.  Solicit manpower by making phone calls about project.  Call members and ask them to invite prospects.  Obtain decorations for event.  Prepare sign in sheets.  Assist at registration table.  Prepare door prizes for guests.  Arrive early and assist with decorations and food preparation.  Greet all in attendance.  Introduce prospective members to current members.  Socialize with visitors about chapter and upcoming projects.  Recruit members and assist them in filling out membership applications.  Supervise clean up.</p>
<p>Amy Dunkin</p>	<p>Supervising Officer.</p>

<b>Membership Development VP</b> 1606 Golf Course Drive Jonesboro, AR 72404 972-4473	Communicate with chapter members about project. Attend project. Assist at registration table. Greet prospective members.
Britt Dortch  <b>President</b> 1310 Warner, Apt. 1 Jonesboro, AR 72401 268-1142	Ensure project fits into chapter plan. Help to promote project. Provide membership applications to be used at project. Secure funds with treasurer.
Alesia Gammill <b>Treasurer</b> 1657 CR 780 Jonesboro, AR 72401	Distribute start up money. Deliver change for registration.
Chapter Members Jonesboro, AR 72401	Invite prospective members to attend project. Attend project. Help chair in anyway needed. Recruit new members. Socialize with all visitors.

**4. What specific materials, supplies, and resources will be required?**

<b>Jaycee / Non-Jaycee</b>	<b>Vendor / Supplier Contact &amp; Phone</b>	<b>Materials / Supplies</b>	<b>Committee Member Assigned</b>	<b>Date Needed</b>	<b>Donated / Purchased</b>
Jaycee	Bryan Privett Management VP 3203 Rhonda Jonesboro, AR 72404	CPG Materials	Heather Davis	8/01/04	Donated
Jaycee	Richard Owens 712 W. Nettleton Apt. B. Jonesboro, AR 72401	Camera, Film, Developing	Heather Davis	9/10/04	Donated
Non Jaycee	Jerry Reece 2731 E. Highland NEA Fair Manager Jonesboro, AR 72401	Location Tables Chairs	Mark Osborn	8/15/04	Donated
Jaycee	Heather Davis 324 CR 407 Jonesboro, AR 72404	Sign-up Sheets	Heather Davis	9/10/04	Donated
Jaycee	Heather Davis 324 CR 407 Jonesboro, AR 72404	Postcards / Postage	Heather Davis	9/10/04	Donated / Purchased

<b>Jaycee / Non-Jaycee</b>	<b>Vendor / Supplier Contact &amp; Phone</b>	<b>Materials / Supplies</b>	<b>Committee Member Assigned</b>	<b>Date Needed</b>	<b>Donated / Purchased</b>
Non - Jaycee	<b>TaMolly=s</b> 2506 E. Highland Jonesboro, AR 72401 (870) 935-2600 <b>Judy &amp; Jays</b> 2702 South Culberhouse Jonesboro, AR 72404 (870) 931-1333 <b>Bath Junkie</b> Indian Mall Jonesboro, AR 72401 (870) 934-1539 <b>Pro Golf</b> 2309 E. Nettleton Ave. Jonesboro, AR 72401 (870) 935-3100 <b>Outback Steakhouse</b> 906 C Southwest Dr. Jonesboro, AR 72401 (870) 910-5600 <b>Pizza Inn</b> 358 Southwest Dr. Jonesboro, AR 72401 (870) 236-1300 <b>Galactic Hurricane</b> 1121 S. Caraway Jonesboro, AR 72401 (870) 932-0322 <b>Goody Baskets</b> 522 Southwest Drive Jonesboro, AR 72401 (870) 972-1621	Door Prizes	Mark Osborn	9/8/04	Donated
Jaycee	Mark Osborn	Food / Beverages	Mark Osborn	9/10/04	Purchased
Non-Jaycee	Brett Carlisle Quality Foods Jonesboro, AR 72401 (870) 530-0031	Food	Heather Davis	9/10/04	Donated
Non-Jaycee	DJ Michael Mike Rinaldi 81 CR 429 Jonesboro, AR 72404 (870) 932-7898	DJ	Heather Davis / Jeff Deniston	9/10/04	Purchased
Jaycee	Jeff Deniston	Cook	Mark Osborn	9/10/04	Donated

<b>Jaycee / Non-Jaycee</b>	<b>Vendor / Supplier Contact &amp; Phone</b>	<b>Materials / Supplies</b>	<b>Committee Member Assigned</b>	<b>Date Needed</b>	<b>Donated / Purchased</b>
Jaycee	Richard Owens	Clean-up	Mark Osborn	9/10/04	Donated
Jaycee	Heather Davis	Postage	Heather Davis	9/10/04	Purchased

<p><b>5. Describe the potential problems and solutions to successfully complete this project.</b></p>
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*Potential Problem:*

Not able to reserve the Fair Grounds that night.

*Solution:*

Call Jerry Reece in plenty of time in order to reserve, and have several dates in mind.

*Potential Problem:*

Not enough members to help with festivities.

*Solution:*

Build up moral of members and tell them how much fun and list all the wonderful activities and giveaways for the evening.

*Potential Problem:*

Having a band that nobody likes.

*Solution:*

Use a DJ instead. This way everyone will like something he plays.

<b>6. Complete a proposed budget indicating all anticipated income and expense.</b>		
<b>Income</b>	<b>Proposed</b>	<b>Actual</b>
Admission (30 people at \$5 each)	\$150.00	
Chapter Appropriation	\$500.00	
Value of donated Items:	\$ 75.00	
<b>Total Income</b>	\$800.00	
<b>Expenses</b>	<b>Proposed</b>	<b>Actual</b>
Value of donated items:	\$ 75.00	
DJ	\$150.00	
Food & Beverages	\$350.00	
Postage	\$ 50.00	
Return to the Chapter	(\$400.00)	
<b>Total Expenses:</b>	<b>\$800.00</b>	

**7. List the specific steps to bring this project to a successful completion showing planned dates for each step.**

July 1, 2004	Approved project with Mark Osborn as Chairman and Heather Davis as Chairman=s Assistant.
July 8, 2004	Spoke with Jeff Deniston about DJ.
July 10, 2004	Completed Chairman=s Planning Guide.
July 12, 2004	Called Jerry Reece to reserve Fair Grounds.
July 11 <sup>th</sup> - September 10, 2004	Chairman and Assistant keep in constant contact regarding invitations, foods, beverages.
August 1, 2004	Finalize DJ.
August 14, 2004	Chairs met @ IHOP to discuss project in length.
August 15, 2004	Called Brett Carlisle at Quality Foods confirming food and delivery time.
September 1, 2004	Chairman & assistant met to finalize all project items. Discuss with Bryan Privett list of mail out. Publicize at meetings and via email.

	<p>Learned that beverages were left over from recent project, and were able to use some of those as well as purchase additional beverages.</p> <p>Small door prizes were also left over, and we were able to integrate those into the collection we had.</p>
September 2, 2004	<p>Create postcard invitations.</p> <p>Buy postage.</p> <p>Mail invitations.</p>
September 4, 2004	<p>Make sign in sheet.</p>
September 5, 2004	<p>Send out additional email reminding everyone of event.</p> <p>Receive several calls with questions.</p>
September 6, 2004	<p>Chairman &amp; assistant meet to go over everything, one last time.</p>
September 9, 2004	<p>Met with Jerry Rees to sign contract for Fair Grounds.</p>
September 10, 2004	<p>Project Day.</p> <p>Arrive Early.</p> <p>Decorate.</p> <p>Clean.</p> <p>Cook.</p> <p>Have members / visitors sign in.</p> <p>Socialize with everyone in attendance.</p> <p>Recruit new members.</p> <p>Have a good time.</p> <p>Clean up.</p>
September 12, 2004	<p>Write Book.</p>

**8. Record any revision of the original plan.**

August 14, 2004	<p>It was determined that majority of expense for food would actually be paid from the annual NEA Fair Concession Stand. Food is actually delivered from Quality Foods, which is who the Jaycees use for the concession stand.</p>
August 20, 2004	<p>Decided to have project on the patio instead of inside the fair building. Everyone seems to congregate outside due to the heat. This will keep everyone together for a more effective recruitment.</p>
September 1, 2004	<p>Learned of beverages from other project could be used for this project since they couldn't be returned. We were able to spend less money.</p>

September 10, 2004	Increase in number of visitors in attendance, from prior years Dog-N-Suds. Invite roosters, friends and family.
September 10, 2004	DJ Michael (Mike Rinaldi) was used instead of a band. He was great. Would highly recommend for upcoming projects.
September 10, 2004	Amy Dunkin, MDVP, Shonna Turman, and Cindi Parker assisted at the registration table. This allowed chairman to make sure that everything was taken care of elsewhere.
September 10, 2004	We were running behind schedule on the decorations. We should have possibly decorated the day before, but contract didn=t allow.

Income	Proposed	Actual
Admission (30 people at \$5 each)	\$150.00	\$160.00
Chapter Appropriation	\$500.00	\$575.00
Value of donated Items:	\$ 75.00	\$ 75.00
<b>Total Income</b>	<b>\$800.00</b>	<b>\$810.00</b>
Expenses	Proposed	Actual
Value of donated items:	\$ 75.00	\$ 75.00
DJ	\$150.00	\$150.00
Food & Beverages	\$350.00	\$141.91
Postage	\$50.00	\$ 34.50
Return to the Chapter	(\$400.00)	(\$166.41)
<b>Total Expenses</b>	<b>\$800.00</b>	<b>\$810.00</b>

## 9. What solutions or recommendations do you have for future chairpersons?

- \$ The more you publicize your project, the more people will attend. We sent out roughly 150 invitations and printed extras for members to hand out personally to friends, family, etc.. We had a great turnout! A lot of members who hadn=t been around in a while attended.
- \$ The door prizes worked out well. We had some valuable items donated and people wanted to win. We did allow visitors to receive the better prizes. We kept the tickets separate, visitors vs. members.
- \$ All of the vendors who donated door prizes were very giving, we had up to \$50 prizes available that night.
- \$ I would try to get a larger group there earlier to help decorate.
- \$ We had the complete Dog N Suds project on the patio, except for the food at the Jaycee Snack Shack, and it worked extremely well. Everyone hung out at the picnic tables, and clean up was easier.
- \$ Ask more people to bring extras: dip, chips, etc.

## 10. Give specific and measurable results for each goal established.

- Goal 1:** **Recruit 2 new members.**  
**Result:** Goal 250% met. We had 5 new members join. Thomas McFarland, Amber Miller, Jeremy Miller, Doug Foreman and Cindy Foreman.
- Goal 2:** **Have 15 members involved in project.**  
**Result:** Goal 210% met. We had 32 members involved in project.
- Goal 3:** **Activate at least two new members.**  
**Result:** Goal 100% met. Holly Mitchell & Eddie Wilbanks attended and brought friends and family.
- Goal 4:** **Have at least 5 prospective members attend.**  
**Result:** Goal 100% met. We had 34 guests attend. Five joined that night, and three more are now members: Chris Guile, Carmen Green, and Tracey Polston.

**Impact of this project:**

***On the Chapter:***

- *The chapter recruited 5 new members:* Thomas McFarland, Amber Miller, Jeremy Miller, Doug Foreman, and Cindy Foreman.

- The chapter was able to gain several new members after this project: Chris Guile, Carmen Green, Brandi Thompson, and Tracey Polston.*
- The chapter had 32 members in attendance for this project.*
- The chapter was able to get some new donors from the community to give door prizes for the event.*

***On the Individual:***

- This project allowed members to socialize and get to know one another better.*
- Members were able to learn about the upcoming project: Jaycees Snack Shack at the NEA Fairgrounds.*
- Members were able to see what recruitment was all about.*
- Members were rewarded for their recent recruits. (Stacey Null was rewarded for recruiting 12 new members, during August).*

***On the Community:***

- The guests of the project benefited by enjoying the food that was provided and receiving door prizes.*