

2007 Spaghetti Supper Decorations Committee Report

Chair: Linda Reichheld

Committee members:

Kathy Forelli

Barbara Drinkwater

Yong Ryu

The Spaghetti Supper Decorations committee is responsible for decorating the cafeteria and lobby on the day of the event. Decorations needed are centerpieces, table numbers, tablecloths, wall coverings and additional seasonal decorations needed for the lobby.

A meeting of the committee members was held on September 20th and it was decided that we would use the following for decorations:

Table Centerpieces: 40 burgundy mums covered in a pale green foil with a decorative wired bow.

****Reichheld Family Orthodontics** agreed to donate all of the mums this year so we decided to purchase them through our generous past sponsor **Millbrook Farms on Barretts Mill Rd. in Concord.** **Paula Souza** is the contact person and is very helpful.

Millbrook Farms also agreed to donate:

2 bales of Hay

1 corn stalk

2 Cinderella pumpkins (very large)

Decorative Ghost display

40+ bows were made from seasonal wired ribbon donated by Barbara Drinkwater. These were made one week prior to the event and wired to a floral stick. They were then added to each potted plant on the day of the event.

The large bulletin boards were decorated with **autumn colored fabric** (borrowed from Linda Reichheld) and decorative **silk leaves** were used as trim. A collage of Photographs of **each 6th grader** lined the walls. These were taken by visiting all of the home rooms (with permission of course) **to make sure every child was photographed** and group shots were also taken during lunch, music, P.E. and art class.

Spaghetti Supper posters and posters **advertising our sponsors** were also placed along the large bulletin board wall.

Three tablecloths were used to cover the three tables in the lobby for both ticket sales and raffle items. **A fourth tablecloth** was used for the table in the cafeteria that held the slide projector that advertised the raffle winners.

On the day of the event, 2 committee members met at 12:30 to start arranging tables and setting up. Millbrook farms had dropped off their delivery before 12:00.

1. Arrange tables per seating chart. Place table **number cards** on each table.
2. Place a bow on each mum and a mum on each table. Arrange dried leaves around the centerpiece and place **centerpiece sales cards** on each table.
3. Staple fabric to walls along with leaves and photo collages.
4. Hang posters
5. Decorate Lobby- 3 table clothes, several large pumpkins filled with Mums. Foiled leaf garland.
6. Decorate door outside lobby- 2 bales of hay, corn stock, large pumpkins and large mums.
7. Hang sign " Welcome to Spaghetti Supper"

It was decided to try and sell the mums for additional revenue. Place cards were made up for each table that included purchasing information: **MUMS FOR SALE - \$5.00 - PICK UP ANYTIME AFTER 7:30.**

** 24 mums were sold and a profit of \$120 was sent to Laura Marshall to be added to the evenings' proceeds..

Recommendations:

1. Please use **Millbrook Farms** again. Since we purchased from them this year, Paula would probably be willing to donate next year.
2. Verify order a few days before delivery. Although Paula is very enthusiastic and helpful, we were a bit disappointed with the size of our mums. The mums delivered were larger than what we thought we specified making them a bit awkward to talk around at each table.
3. Also specify that delivery happens around 1:00. Kids are still in school prior to 12:30.