Goal: To have an Easter celebration which becomes a must-see event in the community. We want our guests to experience God and begin to attend church as a result.

Success: 50 new attendees as a result of Easter Celebration.

Responsible: Johnson, Pat

Resources Needed:
People
Police: We need to let the police know we will be causing some extra traffic in that area. They may have some specific parking advice or restrictions,
Equipment
Sound: Al Denison has PA, mics and a mixer for us. We need some extra monitors and a wireless mic.
Lighting: We need lighting for the stage. We can rent this where we rented the stage last year. The community center has a stage.
Buildings
Community Center: We need to rent it for the entire weekend, so we can practice there and can do setup. We will minister to those folks by leaving the building in better condition than how we found it.
Finances
Budget: We have $9200 for Easter. That really is a hard budget, and we must not exceed it.
Other

Due Date: 3/27/2005

Plans

Advertise - Choose advertisement message. Choose advertisement media. Create advertisements.

Build Team - Build team to see this goal to completion. I'd build it around the key areas: worship, sound/lighting, food, pre-event, post-event, and maybe cleaning.

Cleanup - Pre and Post event cleanup

Communications - Plan intential inter- and intra-team communications. Make sure we are communicating through this. Otherwise, we won't be providing a consistent message for our guests.

Evaluation - Let's make sure we do a post-event evaluation. What worked well? What didn't?

Food - Snacks are find. Although I'll bet the worship team would appreciate some home-made food for Saturday night practice.

Parking - Organize parking, including signage and parkers.

Practice - Organize one or more practices or run-throughs. We need to do a practice run-through on Saturday evening.

Reserve Building - Contact building management to reserve building.

Reserve Equipment - Lighting, whatever sound equipment we can't borrow. We also need to borrow additional Communion trays from other churches.

Setup - Bring equipment to site, set it up and verify functionality.

Transportation - Determine transportation needs. Procure vehicles. Recruit drivers.