Jan 27 Event Agenda

Facilitators: Yugonda, Lathaniel, Malcolm, Adrian, and Cindy

**Things to Bring**

|  |  |
| --- | --- |
| **What** | **Who** |
| Projector and cords | Yugonda |
| Laptop and cords | Adrian |
| Flyers | Adrian |
| Yard signs and stickers | Lathaniel |
| Print and bring sign in sheet | Lathaniel |
| Bluetooth speaker and playlist | Adrian |
| Recorder | Adrian |
| Plates, cups | Yugonda |
| Stamps (pick up at Piggly Wiggly)  (Also paper, pens, and envelopes?) | Adrian |
| Curtains or paper for windows | Yugonda |

**Agenda**

|  |  |  |  |
| --- | --- | --- | --- |
| **Time** | **Activity** | **Who** | **Items needed** |
| 10-11am | Set up  (Chairs, tables, curtains/paper over windows) | Yugonda, Lathaniel, Malcolm, Adrian |  |
|  | Get food | Yugonda |  |
|  | Check A/V set up | Adrian | Projector, cords, laptop |
|  | Set up speaker and music | Adrian | Bluetooth speaker, playlist |
|  | Put out sign in sheet | Lathaniel | Sign in sheet |
|  |  |  |  |
| 11:00-11:15 | Time for people to arrive, sign in, talk, get food  Play music | Adrian | Sign in sheet  Speaker, playlist |
| 11:15-11:30 | Hand out Flyer 1 and talk through an overview of the coal dust problem and our work | Malcolm and Lathaniel | Flyer 1 |
| 11:30-11:40 | Show Coal Blooded documentary (7min) | Adrian | Projector, cords, laptop  <https://www.youtube.com/watch?v=sM3QtrJv3og&ab_channel=BrandonDavisMedia> |
| 11:40-11:50 | Hand out Flyer 2 and talk about the solutions | Yugonda | Flyer 2 |
| 11:50-12:15 | Time for questions, comments, people sharing their experiences with coal dust (Ask permissions to record) | Facilitators: Yugonda and Lathaniel |  |
| 12:15-12:45 | Workshop on writing statements | Cindy | Projector, cords  Paper, pens, envelopes, stamps |
| 12:45-12:55 | Hand out Flyer 3 and talk about next steps, the ordinance, and how people can get involved and take action  Direct people to Carl/Ann if they want to hear more about Lambert’s point work | Adrian and Lathaniel | Flyer 3 |
| 12:55-1:00 | Hand out yard signs and stickers |  | Yard signs and stickers |
|  |  |  |  |
| 1-2pm | Clean up | Yugonda, Lathaniel, Malcolm, Adrian |  |
|  | Maybe record more stories if some people want to stick around and do that | Adrian | Recorder |

To do at some point:

\*Count # people there

\*Count # letters sent