## **Abbeville Rotary Club annual Po Boy Sale**

Consider scheduling the annual poboy sale when school IS NOT OUT ON HOLIDAY. This hurts our sales when schools are closed.

- 1. October 1<sup>st</sup> begin email to chair in order to start preparations.
- 2. Contact Chris Richard at Champagnes. His cell number is 337-280-0475
- 3. Confirm to Chris to prepare for initial estimate of 900. Add to that weeks later when sale exceed
- 4. Contact City of Abbeville to reserve Magdalen Square west side
- 5. Remind club that this fund raiser for our club operations is important to keep our dues stable and not increasing.
- 6. Suggested one month prior, give tickets to each member to sell. This should include family Rotarian members and corporate members and alternates.
- 7. One week before event, collect all tickets and money
- 8. One week before, give sign-up sheet to club. We need 20 Rotarians for this event.
- 9. Confirm final number for Champagnes to prepare for us.
- 10. sausage, bun, gloves, wrappers, barbecue sauce, mayonnaise, mustard, ketchup, cookie, napkin, paper towels, plastic bags, cardboard boxes, their van will be brought to square 6:00am day of.
- 11. 6:00am cook team, 8:00am poboy prep team, 11:00am delivery and road side sale team
- 12. Brasseux barbecue pit, Rotary cook trailer, Tent, Rotary Wheel, 12 tables, ice chests
- 13. Bring donuts and coffee for Rotarian volunteers
- 14. Tables: two rows parallel 3 tables each for prep, perpendicular 3 tables for boxing accounting
- 15. 8 Abbeville Electric tables, 4 Abbeville Rotary Club tables from American Legion
- 16. Start making poboys 9:00am with two rows of tables simultaneously.
- 17. 12:00pm, start picking up tables and cleaning up, no trash left in Magdalen Square
- 18. 1:00pm, hook up Brasseaux Barbecue and return to Brasseux Hardware.
- 19. 1:00pm sale ends, take down tent, load tent and tables on cook trailer, return to AE
- 20. One week later, compile sale total, expenses and net profit to club.

By: President Brady Broussard Jr.

Nov 2023