MEETING TITLE: KnowSmoke Meeting 6-27

DATE & TIME: June 27,2016

CALLED BY: Missy Gallegos

ATTENDEES: Roger Starring (GE Aviation), Joy Evans (HCCC), Mitchell (MFC), Rachel McCoy (HP), Cinti Mwangu( Public Health), Cyndi Powers (HP), Missy Gallegos (Public Health), Aimee Taylor (McClees Clinic)

**DECISIONS ACTION ITEMS .**

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| 1. **Introductions were made at 9:30am**
2. **Roger Starring approved the May Minutes**
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| 1. **Zombie Walk Intro**
* Joy, Missy, and Rachel met with the YAC group at HCCC and discussed details. Youth discussed venue location including; the old Muskegon County jail, old Airline hanger, Hackly Park, Muskegon Public School Administration Building, Hilt Building, and the US SS Silverside.
* Survey was sent out to the YAC committees – Muskegon County Jail was the most popular. The Hilt Building and Muskegon Administration building. Joy stated that the school building would be complicated.
* Aimee Taylor mentioned that Airport Hanger would be exciting because it relates to the popular TV shows "Fear of the Walking Dead" and the "Walking Dead". The team discussed complications and pros of the Airline Hanger. A path is available through the parking lot and parking would be free.
* Missy reported out on the US Silversides stating that there would be a fee. The county board would have to approve our use of the Muskegon County Jail. Members did not have a chance to visit the county jail.
* Cyndi stated that Mimi Rankin had already paid for a Diabetes Picnic in Hackley Park meaning the park would be available.
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| 1. **Budgets**
2. Missy discussed creating letters for donations and organizing a budget committee.
3. Roger, Aimee, Missy, and Cyndi would be on the committee to organize letters.

**To-Do*** **Cyndi will send out calendar invite for Budget meeting.**
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| 1. **Zombie Walk Community Meeting**
2. Introduction meeting 2 years ago was very well attended. Coalition discussed initiatives and background with community members.
3. Group wanted to invite the YAC youth to the community meeting on Aug 31st to help introduce the zombie walk to the public.
4. Roles and committees were formed from the previous community meeting and gave members a chance to volunteer and choose what they would like to do this year.

**To – Do*** **Discuss logistics for Aug 31st community meeting.**
* **Write letter of invite to community members.**
* **Send out and distribute letter to important key stakeholders in community.**
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| 1. **KnowSmoke Facebook Page**
* KnowSmoke Facebook page used to be the KnowSmoke Zombie Walk Page. Change was made because zombie walk only takes place once a year and because the page is now the whole coalition the focuses can now be events, community, prevention, education, other initiatives, etc.
* Rachel asked if a Media/Marketing Committee could be formed. Joy Evans, Aimee Taylor, Missy and Cyndi will be on that committee.
* Cyndi asked if Rachel could host a Social Media Training 101 for those who volunteer.
* Rachel reported that Revel will create a KnowSmoke basic website. The KnowSmoke Zombie Walk Page will still be available to the public.
* Missy suggested utilizing Facebook for a Scavenger Hunt activity. The activity could promote GASO, Tobacco facts, zombie walk, etc. Displaying facts and asking questions on social about tobacco use, winners could win a gift card (prize).

**To – Do*** **Rachel will send out calendar invite for Social Media 101.**
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**OTHER NOTES & INFORMATION .**

**Next meeting will be Monday, August 22nd from 9:30am-11:00am at the Coffee Factory, Muskegon, MI.**