

BIG FISH CREATIONS

When you need to get noticed – swim upstream.

Feather River Rail Society (WPRM) September 2022 Timesheet

9-1-22	0.5	165 Press release to Plumas News and story on Graeagle.com
9-1-22	0.5	Review of Truckee Fall Music media Buy
9-1-22	0.5	Marketing meeting w/ EV on upcoming media and John Bartel feature
9-2-22	0.5	Upload of video and pictures to John Bartel for story content
9-3-22	3	Video shoot for Steam Engine Operation.
9-3-22	1.75	Selected videos for John Bartell. Uploaded to Internet for John Bartell.
9-7-22	0.5	Marketing update meeting w/ EV. Current projects & Deadlines.
9-13-22	1	Layout of 2023 Train Guide ad with 165 images.
9-14-22	1.25	Modified Train Guide ad. Uploaded proofs to Basecamp for approval. Modified ad again per Eugene's edit. Uploaded new proof to Basecamp.
9-14-22	0.5	Sign up sheet creation for Pumpkin Patch Event
9-14-22	0.25	Call w/ EPCAN for volunteer event help
9-14-22	0.5	Call w/ Joleen Pitt PHS to confirm event, sign up sheet and confirmed help.
9-15-22	0.75	Follow up and document w/ Get Out Pass (via call w/ rep Kyle) media buy and call w/ EV for final promotion approval and documents.
9-15-22	0.5	Prepared approved Train Guide ad for high resolution printing. Uploaded to Kalmbach Pub.
9-20-22	0.5	Contact w/ Lauren Westmoreland for features on Pumpkin Patch event and Fundraiser. Details provided and story pitch.
9-20-22	1	Distribution of Pumpkin Patch posters throughout Portola.
9-20-22	2.5	Digital distribution and input to various calendars for Pumpkin Patch event: Plumas News, Lost Sierra Chamber, Quincy Chamber, Plumas Rural Electric Community Page, graeagle.com, Tahoe Weekly, Sierra Sun, RJG, Truckee Chamber, Sparks Tribune, Portola High School, Quincy High School, CRC.
9-21-22	0.5	Update to EV on all marketing efforts for Pumpkin Patch event via email report.
9-22-22	0.75	Copy for Pumpkin Patch PSA. Approved by EV. Upload to KOH and KDX radio stations.
9-22-22	0.5	Distribution of Pumpkin Patch posters throughout Graeagle.
9-22-22	0.25	Follow up on event sign-up sheet w/ Joleen Pitt.
9-26-22	0.25	Final sign up sheet confirmation - sent to EV & GE for event planning.
TOTAL	18.25	HOURS