



How to organize an ANN Nappy Gathering in your region

Nappy gatherings are a great way to increase interest in cloth nappies, but also to create a cloth nappy community. Newbies can look at lots of different MCNs, and old hands can be inspired to join the ANN and maybe get active with volunteering. These events can be small and casual or big and brassy: it's up to you!

If you haven't joined the ANN yet, be aware that at any ANN event there must be an ANN member present. Membership is free, you can join here: <http://www.nappynetwork.org.au/supportus2.php>.

1. Pick a date

Reusable nappy week is October 12 to 18th 2009. Weekdays and weekends both have their pros and cons. Think about competing priorities for parents in your region at that time of year.

2. Pick a venue

Playgroups often meet in parks. Finding somewhere with shade and/or rain shelter is a good idea. Consider also proximity to public transport, availability of toilets, and whether the playground is suitable for younger children (in terms of fencing, major roads, and height of play equipment). Playgrounds next to libraries are common and have the advantage of toilets and airconditioning nearby if this is an issue in your area. You may also have the advantage of attracting mothers exiting a storytime group if you time it right!

Smaller meetups sometimes work well in child-friendly cafes. Depending on what you are intending to do it could be worth getting the owner involved/onside or at least notifying them.

Alternatively you may find a community hall which will waive or greatly reduce hiring fees for not for profits. (If you are thinking of using a church hall, consider carefully whether this will exclude people of other faiths.) Halls have the advantage of shade and maybe an attached kitchen and playground. If you decide to do this, chat to your coordinator about the expenses involved. These can only be reimbursed with prior approval. Once approved, remember to book!

Another great idea is to link up with a pre-existing event (such as an ABA meeting) and you will have a ready made crowd before you even start to promote.

3. Decide on your catering strategy, (or lack thereof!)

These events are designed to be largely BYO and you are free to leave it at that. Or you can think about whether you would like to organize tea and coffee.



Sometimes this extra layer of organization is just what it takes to make people feel the event is special.

- Consider where you can source a table, several large thermos flasks, mugs, spoons and transport.
- Consider environmentally sound options.
- Do you want to ask parents to bring their own own coffee cup?
- Do you want to bake or buy a few cakes? If so, make sure they are nut free, and ingredient labels are included. Two will in most cases more than suffice.
- You may ask for a gold coin donation to cover costs, most people are happy to comply.
- Please contact your state coordinator early if you plan to be out of pocket. Minor expenses will be fine, with receipts, but major expenses (like hall charges) need to be pre-approved BEFORE you commit to them!

4. Contact your state coordinator

A quick email with your date and venue will suffice at this stage: it is important that your event goes on the ANN and RNW calendars soon!

5. Finalise your resources

You will need to let your state coordinator know how many you require of the following:

- promotional posters
- promotional flyers
- ANN membership forms
- RNW business cards
- "How to use MCNs" brochure
- Where to buy MCNs brochures

The promotional posters need to have event details inserted. If you don't have Microsoft Publisher to add the event in, Michelle (ANN Director) is able to edit it for you and send it back. Your coordinator will need to know the type of event (Nappy gathering? Nappy gathering and display?), the date, time and place as well as whether it's BYO or gold coin donation etc so that they can pass this information to Michelle. Make sure you ask dedicated clothies to bring a friend and some nappies to show off.

6. Promote your event

- a. **Put your poster up in at least five places:** Ideas include: day care centres, kindergartens, libraries, community halls, public noticeboards in shopping centres, any parents groups you are involved in, doctors surgeries, health centres, yoga centres
- b. Think about **local groups** which involve mums and ask if you can advertise for free in their newsletter. Australian Breastfeeding Association comes to mind, but there may be others.



- c. **Forums:** Forums are a great place to advertise, but we must be careful not to flood them with separate event listings. We have methods to post onto national forums as follows: Your state coordinator will consolidate all state events on the Nappycino forum. They will also send their consolidated event list to Michelle (an ANN director) for inclusion in Essential Baby and OzClothNappies forums. If you are a member of any other forums and you think it would be good to advertise on them, please contact your State Coordinator so that they can run it past the National Coordinator for approval. Facebook and twitter can also be used. Let a Director or mod know.
- d. **Local council:** websites? Newsletters?
- e. **Email it to your mothers group**
- f. **Mention it to everybody you meet between now and October!**
- g. **3 weeks before the event:** think about a community ad on local radio
- h. **Two days before:** should you email or call likely attendees to remind them?

7. Plan your resources

Make a list with everything you will need to have on the day. Get others involved if possible. Here are some items you may need to consider:

Big stuff: Table or tables? (for brochures and/or food and drink) tablecloth? clips?

Food/drink: Tea? Coffee? Water? Mugs? Spoons? Milk? Sugar? Thermos flasks? Cakes?

Paperwork: clipboard for signing membership forms, pen. Membership forms, ANN business cards, How to use MCN brochures, Where to buy MCN brochures. Sheet of paper for people to write down contact details if they would like to be alerted of future functions. Rocks to hold them down, or a folder.

Attention grabbers: Lucky door prize? (maybe a nappy donated by local nappy business?) – or a discount voucher?) Is there an advocacy kit near you which you can use? Or can you borrow some nappies to show off? Or show some of your own? Would you like some posters to make a display? (Ask your state coordinator).

A note re insurance: the ANN has public liability insurance. If you have any questions about what this covers, feel free to contact one of the Directors.



8. **On the day:** Arrive early to bags a spot and set up. As people arrive, greet them, give them a name tag and show them any displays. Try to arrange help beforehand for both of these tasks if you can: it's more fun with a friend. Get a feel for whether people would like monthly meetups (very casual, BYO). Let them know they can write their contact details if they are interested in more events.
9. **Give yourself a pat on the back!** You are now officially part of an emerging movement to change world – one nappy at a time!

Information current at 17 July 2009