

---

**Please Circulate to All Members of Your  
Hall Committee**

# The Association for Rural Community Halls

## Recent News in the ARCH Community

- Food Safety Tips
- Calendar of Events
- Deck the Small Halls
- Workshop Information

Contact Information  
for ARCH

**Email:**  
[info@archpei.com](mailto:info@archpei.com)

**Phone:** 393- 2323

**Website:** archpei.com

**Mailing Address:**  
Association of Rural  
Community Halls  
c/o Leonard Russell  
2037 Wigmore Road  
RR#6 Kensington, PE  
C0B 1M0

**ARCH would like to send a special thank  
you to St Margarets Community Hall and  
to the organizers and presenters that  
helped put on our first workshop this fall!**

ARCH Membership- To confirm that your hall has paid its \$50 annual membership fee (April- March) or to get your username and password for the website to access the events calendar and funding pages please contact Wayne at [info@archpei.com](mailto:info@archpei.com).





## Did you know?

- It is estimated there are 11 million cases of food-borne illnesses in Canada each year.
- The average person is affected 15 times in their life.
- There are 39,000 people hospitalized each year.
- There are as many as 600 people die each year.

## Food Safety Tips

- Do not keep spoiled or outdated food.
- Group like foods together.
- Ensure an adequate amount of shelving.
- Do not overstock.
- Keep food 15 cm (6 in.) off the floor.
- Store ready-to-eat food such as raw vegetables.
- Place cooked meat above uncooked food.
- Use shelves that allow for air circulation.
- Wrap foods.

## Recommended Food Storage Times



- Refrigerated food (0° to 4°C / 32° to 40°F)  
Store between 1-7 days depending on food.
- Frozen food (-18°C / 0°F)  
Store between 1-6 months depending on food.
- Dry food (10 ° to 21°C / 50° to 70°F)  
Store between 4 to 24 months depending on food.

The workshops provide lots of valuable information for any organization that has a building or serves food. Feel free to invite friends who might be involved in the Federated Women's Institute of P.E.I, The Lions Club, The Knights of Columbus or any church halls.

## Approval Certificates

**You cannot prepare food for sale to the public without a current approval certificate. The certificate is good through April 1st – March 31<sup>st</sup> and is non – transferable. Applications can be found on [www.gov.pe.ca/environmentalhealth](http://www.gov.pe.ca/environmentalhealth) or please contact the Department of Environmental Health at 368-4970 to have them faxed or mailed out.**



## Entertainment Evening



ARCH is hosting an entertainment evening at the Crapaud Community Hall on Sunday, October 30<sup>th</sup>, 2011. The Civic Address is 36 Route 13. Entertainment will be provided by both Meaghan Blanchard and Vintage 2.0. The show will start at 7:30 p.m. Admission is \$15 and there will be a 50/50 draw. This fundraising evening could be a great opportunity for your hall committee to celebrate a successful summer and meet other "hall folks" from across PEI, while helping ARCH earn some operating funds, so it can keep membership fees low.

**Playing all time favorites, band members Donnie Bowers and Tim MacPherson from Vintage 2.0 play party songs and sing along songs of many genres. If you want to see a complete listing please visit the website [vintageacoustic.ca](http://vintageacoustic.ca)**

## ProfitLearn PEI

ProfitLearn PEI provides current, practical learning dedicated to helping small businesses (such as community halls) succeed. Profit Learn PEI will be launching their fall workshops on October 6<sup>th</sup>!

### Details are:

**Where:** Confederation Centre in Charlottetown

**When:** October 6th, 2011

**Topic:** Internal Fraud Prevention in Your Business

**Time:** 8:30am-12:00pm

**Cost:** Special Launch Price- \$25/person

**How to register:**

**Email:**

[marweeks@upei.ca](mailto:marweeks@upei.ca)

**Phone:** 1-800-270-4795

## Lottery Fundraiser

The lottery tickets have been printed! Ticket prices are \$5 or 5/\$20. Your hall retains 50% of the funds that are brought in from the tickets sold by your hall committee. Please email Wayne at [info@archpei.com](mailto:info@archpei.com) to request your tickets! Lottery tickets have to be returned to Wayne by no later than December 29<sup>th</sup>, 2011. The prize packages will be listed on the website [www.archpei.com](http://www.archpei.com).

Halls are asked to donate tickets to a hall event or items donated by local businesses so ARCH can create prize packages. Please contact [info@archpei.com](mailto:info@archpei.com) as soon as possible with your donation, so the prizes can be publicized.





Small Halls Inc., the non-profit association that organizes the well-known Festival of Small Halls, is currently seeking expressions of interest from community-based halls in hosting a one day Christmas Market, Deck the Small Halls, to be held on Saturday, December 3, 2011.

Christmas bazaars, craft fairs, teas and bake sales are time-honoured traditions on Prince Edward Island, and no one appreciates good home cooking, baking, and home-made crafts more than rural PEI. We want to keep this wonderful tradition alive for many years to come by bringing people and communities together to celebrate the shopping and cultural customs of Christmas, and to begin the Christmas season in the halls with the smells, sounds and beauty that are quintessentially Christmas on the Island.

***“Before you shop in a Mall, come shop in a Hall!”***

### Hello Community Halls!

This will be our THIRD Deck the Small Halls event. In 2010 the event took place in the first Saturday in December and saw 10 halls/communities, 118 vendors’ involved and almost 2,000 consumers shopping and generating more than \$25,000.00 in our rural areas!

Many halls felt the benefits of this endeavour. Yvonne Webster from St. Andrews Church in Cardigan stated, *“This is a wonderful event, well organized and advertised. Vendors at our site ranged from seniors to a local Grade 6 French class. People enjoyed a chance to shop at their leisure, have a cup of tea and hear some local talent perform and have a few laughs. Thanks again to all the staff at Small Halls!”*

David Linkletter, volunteer with first-time Deck the Small Halls-participant, Linkletter Community Hall, said *“Small Halls Inc. is a very valuable tool for Rural halls, it gives us a needed boost for revenue and perhaps most importantly media exposure that we could never otherwise afford.”*

As well, we asked vendors for feedback from the 2010 event and a large percentage of them felt this was a valuable event to participate in and were satisfied with the amount of traffic/buying public in their hall.





The aim is to find rural community halls that are enthusiastic and willing to work with Small Halls Inc. to produce wonderful Christmas Markets. Your local hall would sell tables to vendors (as you probably already do) and promote the event in your surrounding community. The vendors will sell their wonderful products and keep their profits, and the halls will gain revenue through table rentals and other means (see below). Christmas shoppers would have an opportunity to purchase excellent Island products and have an authentic Island cultural experience.

What we want from you, is to **consider holding your current annual Christmas craft sale, bake sale, community tea or other day-time Christmas event on Dec 3<sup>rd</sup>** and making it part of what has become a wonderful Island tradition; **OR to organize your hall, organization, or just friends and neighbours, to host one in your community.** Each hall has their own unique idea on what makes a great bake sale, craft fair, dessert tea, or whatever, and it's a lot of fun for the public to travel around and shop in the little halls. The more halls and events that are included, the more places people have to go. Let's make it worthwhile for them to avoid the rush of city shopping and travel around the beautiful countryside in December!

We have a terrific reputation in mass marketing events, and we will cover the Island with posters, newspaper advertisements, radio ads, website, and maps pointing out your hall, so that everyone on the Island knows there is something going on in your community on Dec. 3<sup>rd</sup>.

Expression of Interest documents (including criteria for hosting) and application forms can either be downloaded from the website <http://www.deckthesmallhalls.com/vendor> or they can be faxed or mailed out as requested.

**Deadline to submit application forms is 5pm on Friday, October 21, 2011.**

It must be noted that the local organizing committee may not necessarily be a rural small hall, but can be an existing group with organizing experience, an adequate volunteer base, and the ability to utilize a local hall and fulfill the criteria outlined in the Expression of Interest document.

Even though this will be our third Deck the Small Halls event, you do not need to have participated in any of our events before... and we'd love to have new communities and halls to show off!





## Minimizing Risk and Liability, along with Food Safety Workshops

**Presenters: Tanya O'Brien and Jerome Hannah**

### “Keeping Your Hall Alive” Workshops

**Presenters: The Cooper Institute**

**Wednesday, October 19th-** 7:00 p.m.- 9:00 p.m. Kinkora Hall and Kanata Club- Kinkora, 45 Anderson Road.

**Wednesday, October 26th-** 7:00 p.m.- 9:00 p.m. The North Shore Community Centre- Covehead, 2120 Covehead Road (Route 25).

**Thursday, October 27th-** 7:00 p.m.- 9:00 p.m. The Centre for Performing Arts- Montague, 239 Valleyfield Road.

**Tuesday, November 1st-** 7:00 p.m.- 9:00 p.m. Elmsdale Community Centre- Elmsdale, 1006 Dock Road (Route 150).

**Thursday, November 3rd-** 7:00 p.m. - 9:00 p.m. North Shore Community Centre- Covehead, 2120 Covehead Road (Route 25).



### Attention

Please register by sending your name and contact information to [info@archpei.com](mailto:info@archpei.com) or 393 2323 at least TWO days before the workshop you want to attend. Workshops are FREE but there must be at least six people registered for the workshops to proceed.

