

## Hospitality Committee Duties

The hospitality committee shall provide hospitality, information and goodwill to all of the campout campers and guests.

Among the duties are to:

- A. Select an assistant-chairperson.
- B. Arrange for sufficient help to do the various jobs, without over-working anyone.
- C. Be open the hours as determined by the committee. Cooperate with the Program Booklet Committee, listing hours in the program booklet.
- D. Provide, while open:
  1. Hot drinks:
    - a. regular and DeCaf coffee
    - b. tea
    - c. hot chocolate
  2. Sweeteners:
    - a. sugar
    - b. non-sugar, i.e. Sweet and Low
  3. Cold drinks:
    - a. orange or the like, from syrups or powders
    - b. iced tea
  4. Variety of snacks:
    - a. cookies
    - b. variety of snack crackers
    - c. saltine crackers
    - d. graham crackers
- E. Provide information about:
  1. The various activities going on at the campgrounds.
  2. The location of the main stores in town that would be of interest to the campers.
- F. Hospitality should keep in mind that there are many campers that cannot eat or drink that which most of us consider routine. Therefore, the committee should make provisions for those that must abstain from sugars and caffeine, and for those who just cannot have or do not want coffee, etc for various reasons.
- G. Secure all anticipated supplies prior to the opening of the campout.
- H. Keep the area clean at all times, as if you were expecting a Health Department inspection at any time.
- I. Keep the hospitality building clean by periodic sweeping. Cover food while sweeping.
- J. Supply the treasurer with the financial reports that are required within fifteen (15) days after the campout.
- K. Supply the secretary within fifteen (15) days after the campout information for the written report. This should include:
  1. Amount of various drink supplies used.
  2. Amount of cookies, crackers, etc. used.
  3. An indication of the requests for information on the off grounds stores, etc.
  4. Anything else that is felt could be used in the future to improve this committee's duties.