

Hospitality

DUTIES:

- A. Shall contain a chairperson and at least one other person.**
- B. Responsible for having refreshments at the General meeting, which shall include beverage and dessert.**
- C. Dessert will be provided by two Society members who have volunteered at a previous General meeting.**
- D. Responsibilities include setting up refreshments and cleaning up after the General meeting.**
- E. Responsible for having adequate supplies to fulfill the needs of the job, and store them in such a way that they are safe and readily available.**
- F. Monies spent on supplies shall be reimbursed when receipts are presented to the Treasurer.**
- G. Make an annual report to the President prior to the May Annual Meeting itemizing expenses for the year.**