

BOARD MEMBER AT LARGE

Attend monthly board meetings.

Chair December Pot Luck:

1. Insert notice in IQI newsletter at least two issues before the pot luck date, asking for volunteers to help set up and clean up.
2. Make food assignments in newsletter.
3. Check the supply cabinet to make sure there are enough plates, cups, napkins, plastic flatware, and plastic tablecloths for serving and beverage tables. Remember we share this cabinet with NSQG, and some of the supplies stored there are theirs.

Set up a nominating committee to help recruit members to serve on the next year's Board, and begin working on this immediately after the holidays. Submit the names of nominees to the members at the May membership meeting and include in the May newsletter.

Chair the June Pot Luck, following the directions for the December Pot Luck

You may want to include a special activity at one or both pot lucks.

I included in the supplies tablecloths in seasonal colors on all round tables where members ate (10 were plenty) and also bought 5 for the long tables for the food, beverages, and ice. This made the tables look more festive and seemed to be appreciated. I bought small centerpieces for each table that were given as door prizes, method to be determined. I found cute winter baskets for \$100 each at a party store, blue or green with a winter bird painted on the side and put real greens in each. Again, several members commented that they felt they were attending a real party for the holidays.

Assign a larger number of members for main dishes, rather than appetizers and desserts. We DO meet at the dinner hour and people are hungry.

Submitted by Diane Capitana, 2011-12