

## Social Cook Duties

1. The Social Cook sets the menu. The menu is only expected to include a main course with the remainder of the meal to be potluck items brought by other members. If the Social Cook would like to assure that certain sides be presented, the cook may include side dishes or condiments. Be mindful of costs when you choose the menu – we only bring in \$10 per dinner and costs should be targeted at approximately \$100 or less for food stuffs.
2. The Social Cook should be prepared to give the menu information to the Quartermaster, Chris Roust (croust@gmail.com) as early as possible so that he can include it in the email regarding the upcoming Social.
3. Assume that approximately 30 people will be attending each Social. The Quartermaster, Chris Roust, will provide an estimate updating this number if it appears to him that the number will vary.
4. Based on the number of attendees expected, the Social Cook determines how much food needs to be purchased. If you wish to be reimbursed, be sure to keep all receipts and give them to the Treasurer, Sharon Kelly. If you prefer to donate the food stuffs, thank you for the donation!
5. Doors open to members at 5:00 and dinner is served at the Social Cook's convenience between 5:45 and 6:15. Schedule the cooking so that all food preparation and cooking is completed in time.
6. Access to the building can be arranged by texting the Quartermaster, Chris Roust, at (209-8808). He can immediately disarm the alarm system and unlock the kitchen, pantry and entry door remotely.
7. Due to the liquor license requirement that bartenders be trained in serving alcohol and possess a current TAP card, bartending is scheduled separately by the Quartermaster, Chris Roust.
8. Serving and dinner tables and chairs are usually set out by other attendees. If that is not happening, the Social Cook may need to ask for volunteers.
9. Plates are provided at the bar as a "ticket" in exchange for payment of the dinner fee. Silverware and additional small plates, bowls or cups may be placed on the serving table.
10. Dirty dishes should be stacked in the kitchen. The dishes should be scraped and rinsed by those attending and flatware should be put in a pan of water to soak.

Thank you for volunteering!

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11. Once the dinner has concluded and the Social is over, the tables and chairs need to be restacked and put away by those present. The Social Cook may need to ask attendees to do this or do it themselves if that is not possible.
12. Any leftovers can be boxed up and sold with proceeds given to the Treasurer, Sharon Kelly or Quartermaster, Chris Roust.
13. If you discover problems with the building, grounds, appliances, etc, please contact Quartermaster, Chris Roust. Text or call him at (209-8808) or email him at [croust@gmail.com](mailto:croust@gmail.com)

Thank you for volunteering!