

Hospitality Committee Chair

The Hospitality Committee Chair is a volunteer position, appointed by the President and approved by the Board of Directors. The duties and responsibilities of the Hospitality Committee Chair, as designated in the Build By-Laws, are: *To seek opportunities for fellowship and nurturing quilting friendships within the Guild.* The Chair may recruit members from the Guild to assist with their work.

Duties occur throughout the year and include the following:

1. To assign “greeters” at each door of the Hall during General Meetings to welcome members and guests, provide information, and direct people when needed.
2. Assist with set-up and voting for the President and New Member Challenges held during the December General Meeting
3. Organize and host an annual New Member Tea. Includes finding a suitable venue, providing refreshments, and soliciting Board and Committee Chair participation.
4. To prepare a report for submission to the President and the Board that summarizes the activities of the committee over the year and includes concerns and recommendations. The report should be submitted before June 1 so that it is available at the beginning of the next fiscal year.

Last Update – April 2024