

El Segundo Golf Club
Social Committee Responsibilities

Under the guidance of the Chair, following are the Social Committee Responsibilities:

- Plan and coordinate the location, food and beverage menu for the Annual Meeting, held every year in October
 - Price needs to be negotiated
 - Ensure that the final bill following the event will be paid
- Usual locations for the Annual Meeting & Dinner have been at Chevron Park or more recently at The Lakes of El Segundo
- Maintain list of Annual Meeting attendees and guests
- Provide tickets for raffles and prizes at the Annual Meeting and Annual “Turkey Shoot”
- With regard to bus trips
 - The committee is gathered to purchase beverages consisting of beer, wine, soft drinks and water plus snacks
 - Coolers and bags of ice are necessary, along with cups for beverages
 - Note that it is important to have a can opener and wine bottle opener
 - Small bags of potato chips in variety packs have been consistent for the bus rides
 - Typically the bus driver provides trash bags for clean-up
 - Circulate an envelope for bus driver tips
 - At the conclusion of the event, extra beverages and supplies can either be sold at cost or stored for future use.