



Quilters' Connection Hospitality Committee

The **hospitality committee** is responsible for organizing and setting up refreshments such as sweets, snacks, and beverages.

Maintains hospitality supplies and equipment and an updated inventory for them

Presents hospitality budget for approval at executive board meeting at start of the PTA year and monitor authorized budget

- Generates volunteers to take turns providing food and beverages and with the help of a hospitality assistant, sets up table, maintains supplies on table, and cleans up after.
- Coordinates the purchase, presentation and set up of refreshments, food, and supplies.