

2020- 2021 Annual Event Plan

EVENT #

DATE	EVENT	FOOD PLAN	TEAM	Action	# of volunteers	# of players	fee / player	Revenue	Costs	Profit / (Loss)
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1

May 30 2020	Tournament, Outdoor, TBA	Lunch Provided	Social	Coordinator to work with Membership & Volunteer Director, Tournament Coordinator	1								
				Provide napkins, plates, set up tables, cleanup	3	96			75				
				Purchase, deliver, and set up food	6	96			480				
			Tournament	Coordinator to work with Membership & Volunteer Director, Communications Director, Program and Venue Manager, Social Coordinator, Health Coordinator	1								
				Registration, sales & scorekeeper/data entry	5								
				Set up and clean up	3-5								
				Clubhouse (Non-Venue Play) Rental					122				
				Awards 24 medals @ 2.50 + 24 ribbons @ .95					83				
				Office Supplies					10				
				Revenue - Fees		96	10	960					
				Health	Provide medical support	2							
			<b>Total</b>								960	770	190

2

July 18 2020	Tournament, Outdoor, TBA	Lunch Purchased and Provided	Social	Coordinator to work with Membership & Volunteer Director, Tournament Coordinator	1					168
				Plan menu, purchase food, beverage, accessories \$5 + .78 per person	3	96			555	
				Prepare food, set up table, cleanup	12					
			Tournament	Coordinator to work with Membership & Volunteer Director, Communications Director, Program and Venue Manager, Social Coordinator, Health Coordinator	1					
				Computer data entry	2					
				Registration & Sales	3					
				Set up and clean up	3-5					
				Clubhouse (Non-Venue Play) Rental					122	
				Awards					83	
				Office Supplies					10	
				Revenue - Fees		96	10	960		
			Health	Provide medical support	2					
			<b>Total</b>							

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EVENT #	DATE	EVENT	FOOD PLAN	TEAM	Action	# of volunteers	# of players	fee / player	Revenue	Costs	Profit / (Loss)
3	Sept 12 2020	Tournament, Outdoor, Round Robin	Lunch & Cake Purchased and Provided	Social	Coordinator to work with Membership & Volunteer Director, Tournament Coordinator	1					
					Plan menu, purchase food, beverage, accessories	3	96		555		
					Prepare food, set up tables, cleanup	12					
				Tournament	Coordinator to work with Membership & Volunteer Director, Communications Director, Program and Venue Manager, Social Coordinator, Health Coordinator	1					
					Computer data entry	2					
					Registratioin & Sales	3					
					Set up and Clean up	3-5					
					Clubhouse (Non-Venue Play) Rental				122		
					Awards				83		
					Office supplies				10		
					Revenue - Fees		96	10	960		
				Health	Provide medical support	2					
				Total							
4	Nov 27 2020	Volunteer Appreciation	Lunch Purchased and Provided	Social	Coordinator to work with Membership & Volunteer Director, Communications Director and Program and Venue Manager, Health Coordinator	1					
					Plan menu, purchase food, beverage, accessories	3	50		250		
					Prepare food, set up tables, cleanup	3					
				Health	Provide medical support	2					
Total									0	250	-250
5	April 23 2021	Volunteer Appreciation	Lunch Purchased and Provided	Social	Coordinator to work with Membership & Volunteer Director, Communications Director and Program and Venue Manager, Health Coordinator	1					
					Plan menu, purchase food, beverage, accessories	3	50		250		
					Prepare food, set up tables, cleanup	3					
				Health	Provide medical support	2					
Total									0	250	(250)