

# **A beginner's guide to Latitude 49 Activities**

OUR MISSION: TO BRING PEOPLE TOGETHER TO HAVE FUN

**Want to coordinate a Wednesday coffee or Friday potluck? Have a great idea for a Special Event, but don't know where to start?**

**Here are the basics...**

## **Wednesday Coffee Coordinator**

**[Coffee 9:00 a.m. to 10:00 a.m.]**

### **Before 8:15**

- purchase (reimbursed that day!) donuts, fruit, or anything else you want to serve
- make coffee
- set out what you want to serve on the tables
- set out plates, napkins, toasters, creamers and stirrers

## **Friday Potluck Coordinator**

**[5:00 social; 6:00 dinner]**

### **At 4:30:**

- unlock doors; turn on lights
- make coffee
- set serving table with plates, silverware, napkins, and pads for hot dishes
- set up a dessert table

### **After dinner:**

- wash and put away dishes, silverware, glasses and cups
- check kitchen and wipe off serving and dining tables
- turn off lights and lock the doors

## **Special Event Organizer**

**[Saturday or Sunday events]**

- come to an Activities Meeting (held once a month) and present your idea to Activities
- Activities will assist you to make it happen!

*An experienced Activities member is always available to co-coordinate or co-organize an event with you. Many volunteers with lots of experience are also available to help you with a Special Event. We especially welcome new and creative ideas.*

**For more information, come to an Activities meeting and/or contact:**

**Ann Archer, Lot 240, 360-393-9798; Patricia Kazarow, Lot 213, 507-469-1587**