

## **Board Member Responsibilities**

1. Call the team that is scheduled to work with you at least 2 weeks before the game to remind them of their responsibilities and have them schedule their parents accordingly.
2. Heat 25 lbs of taco meat prior to game time (these need to be thawed in your refrigerator a few days before game night).
3. Make sure pop coolers are full.
4. Order pizza (Dominos 252-8888) about 30 minutes before first game (3 pepperoni, 3 sausage, 2 cheese)
5. Plastic gloves must be worn if you are touching the food directly.
6. It seems to work best when you are busy to have several people working the windows, taking orders, making change, getting drinks, and several others working the back, getting food orders ready. The window workers tell the food workers what they need.
7. Have one person in charge of the popcorn popper to avoid burning and it usually takes one person to be assigned to the breadsticks to keep up with those (remember to use the metal measuring cup to melt butter on top of the pizza oven).
8. The hot dog roller is the wrestling boosters. Please make sure it is wiped off with a clean damp cloth every time it is used so we can continue to use it.
9. Give the Announcement for Game Sponsor to the Game Announcer.
10. Clean – up
  - Stock pop cooler
  - Put everything away & wash dishes
  - Wipe off counters
  - Scrub floor
  - Take out garbage
  - Pick up garbage (large items) in gym bleachers
  - Clean popcorn popper
  - Complete concession inventory
  - Take home dish rags, wash and return