

# Year End Potluck - Sign up Sheet

Saturday, June 22 4:00pm - 6:00pm

**Ideas of food & supplies needed:**

Cutlery, napkins, plates, breads, salads, fruit & vegetables trays, meat trays, sandwiches, wraps, hot dogs & buns, condiments, varied specialty dishes, vegetarian dishes, gluten free dishes, desserts, appies, etc.

**\*\*We strive to offer a peanut free facility.\*\***

	Your Name	Your Contact	Item you will be bringing	Approx how many will it serve	Is it a Vegetarian Dish?	Is it a Gluten Free Dish?
1	Sara Pare		Chili	8-10	No	Yes
2	Jane (Haejin) Jeon		sushi	10	some	No
3	Jennifer Brown		Pickle Pasta Salad, Broccoli Salad	10-12		
4			Meat and Cheese Tray			
5	Trishia Stephen's		chicken chowmain	10-12		
6			juice boxes	48		
7	Carmen Hooge		Mac and cheese x2	20-24	Yes	One will be
8			Oven roasted potatoes	10-12	Yes (vegan)	Yes
9			Hummus dip	12-15	Yes (vegan)	Yes
10	Nicole Lavoie		paper plates & napkins			
11			entree TBD			
12	Lani Almas		cups	200	NA	NA
13	Sonya McKean		fruit tray		Yes	
14	Barb Otten		greek salad			
15	Denise		broccoli salad	10	no	?
16	Summer		drinks			
17	Lizzet		Dessert brownies & fruits	10-12	No	No
	<b>Travis Best ( Sawyer)</b>		Veggie tray	10	Yes	Yes
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# Year End Cake Walk - Sign up Sheet

Saturday, June 22 4:00pm - 6:00pm

The Cake Walk is the most popular event at every year. Help us make it successful by bring cakes, cupcakes, pies, etc. for kids and parents to win!  
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	Your Name	Your Contact	Item you will be bringing (cake/cupcakes)
1	Alma Robinson		cupcakes
2	Robyn		cupcakes
3	Robyn		cake
4	Holly		cinnamon buns
5	Sara		cake
6	Andrea L		cake
7	trishia Stephen's		cake
8	Shayla Root		Cake
9	Sonya McKean		Cake
10	Barb Ottens		cake x2
11	Jenna		cupcakes
12	Rachel		cake pops
13	Jaz		cupcakes
14			
15			
16			
17			

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	Your Name	Your Contact	Item you will be bringing (cake/cupcakes)
18			
19			
20			

# Year End Volunteer - Sign up Sheet

Saturday, June 22 4:00pm - 6:00pm

**Our Year End Event would not be possible without our amazing volunteers. Please consider signing up for a volunteer slot or two to help make our last fundraiser of the season successful!**

	Your Name	Your Contact
<b>Set-Up   Saturday, June 22 from 2:30pm-4:00pm</b>		
1	Andrea Lefrancois	
2	Sara/Noah Paré	
3		
4		
5		
6		
<b>Admission &amp; Ticket Table   Saturday, June 22 from 3:30pm-4:30pm</b>		
1	Alma Robinson	
2		
<b>Admission &amp; Ticket Table   Saturday, June 22 from 5:00pm-6:00pm</b>		
1	Holly Collier	
2		
<b>Pot-Luck Supervision   Saturday, June 22 from 3:30pm-6:00pm</b>		
1	Sarah Kirwin	
2		
<b>Athlete Supervision   Saturday, June 22 from 3:30pm-5:00pm</b>		
1		
2		
<b>Videographer/Photographer   Saturday, June 22 from 4:00pm-5:00pm</b>		
1	Summer Giesinger	
<b>Dunk Tank   Saturday, June 22 from 5:00pm-6:00pm</b>		
1	Shaun I.	
<b>Cake Walk / Airplane Toss   Saturday, June 22 from 5:00pm-6:00pm</b>		

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	Your Name	Your Contact
1	Sara Pare	
2	Denise	
<b>Clean-Up   Saturday, June 22 from 6:00pm-7:00pm</b>		
1	Richard Lefrancois	
2		
3		
4		
5		
6		

# Year End Volunteer Duties

Saturday, June 22 4:00pm - 6:00pm

**Here are all the tasks each volunteer is expected to fulfill:**

## 1. Setup:

- moving all equipment not needed to storage area
- help set up seating for guests, performers
- set up tables for different areas i.e. Admissions, Pot luck, Cake Walk, etc.
- decorations for the event

## 2. Admission & Ticket Table:

- direct guests and athletes to their seating area
- take admission, stamp hands and handout programs
- answer any questions by guests
- sell cake walk, airplane and dunk tank tickets

## 3. Pot Luck Supervision:

- organize all donations for potluck
- make sure that all supplies needed are collected
- direct all participants to tables to ensure efficiency
- track all items to ensure that there is enough for all participants

## 4. Athlete Supervision:

- watch the athletes before and after they perform
- ensure athletes stay in their designated area until they are picked up by their parents

## 5. Videographer/Photographer:

- take video/pictures of the event and athletes

## 6. Cake Walk/Airplane Toss:

- organize setup, cake display, airplane toss prizes etc.
- run the cake walk & airplane toss and distribute prizes to winners
- keep track of all winners

## 7. Dunk Tank:

- take tickets
- manage who is being dunk



# Year End Volunteer Duties

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## Here are all the tasks each volunteer is expected to fulfill:

- ensure there is enough water in tank

### 8. Clean up:

- return the gym back to it original form
- clean all areas including community center
- put away all tables and chairs
- make sure all garbage is collected and placed in the dumpster