

Christmas Party

- Coordinate with the President and the Treasurer of M.A.A.C. early in the year to decide on date for event and selection of restaurant.
- Follow up with Maggiano's or other restaurants of interest for requested date, cost per person, and menu options as soon as possible to secure the date selected for the luncheon in December.
- Restaurant will forward the contract to the current Treasurer who will sign and return.
- A \$500 deposit will then be delivered and the date will be reserved.
- Inform members of the cost of luncheon, place, date and time during M.A.A.C. general meetings.
- RSVP for head count can be sent to the Christmas Luncheon committee.
- Checks to be given to the Treasurer by the November general meeting, or pay at the event.
- Inform restaurant of final menu selections according to contract.
- Provide final head count to restaurant according to contract date.
- Treasurer will be in charge of paying final bill at restaurant.