



LIONS CLUB GOLF TOURNAMENT PLANNING MEETING AGENDA TUESDAY, MARCH 1, 2022, 5 P.M. at K-OAKS

TOPICS TO DISCUSS:

- 1) Opening remarks from the Chairperson
 - a) Sponsorship and Donations
 - b) Current Golf Teams Signed-up
 - c) Production Updates
 - d) Volunteers prior to the actual golf tournament
 - i) Water Pick-up (20 cases) from Lowes and delivery to Bunker – March 17th
 - ii) Hole Sign Pick Up & Delivery to Golf Course (57 -59 signs)
- 2) Dick Weatherly – Golf Course Volunteers and Golf Course Operations
 - a) Volunteer Meeting Date and Time: Training – March 14 – 3 p.m.
 - b) Volunteers - Hole Sign Placement before tournament – March 19th a.m.
 - c) Volunteers - Hole Sign Pick-up after tournament
 - d) Tournament Rules & Game Hole Activation
- 3) Cheri Marion – In Club House Operations
 - a) Goodie Bag Assembly – Tuesday, March 15th (determine time /location)
 - b) Volunteers to set-up registration, goodie bag distribution, mulligan purchase, raffle purchases – tables, chairs, signage, traffic flow, credit card charges
 - c) Breakdown after golf tournament has started
 - d) Additional needs (tables, raffle items set-up, food service needs, etc)
- 4) Julie McCreary – Silent Auction discussion
 - a) Selection of items / specific number of /etc.
- 5) Mike Zaydel – Raffle discussion
 - a) Volunteer work schedule
 - b) Raffle Display Unit
- 6) Adjourn