

RTP Corvettes  
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## Picnic Sub-Committee Charter

The ad hoc Picnic Sub-Committee is formed by the Vice President of the Board of Directors. This sub-committee will be overseen by the Social Committee.

### This Committee Promotes the Following Club Mission:

- Enhance and promote the ownership and further the interests of the Chevrolet Corvette.
- Promote, sponsor, organize and supervise motor car outings, meetings, competitions and other Corvette related functions and/or events whether motoring or otherwise.

**Total # of Members:** 3

**Total Annual Time Commitment:** 9 to 10 hours

Goal: The Picnic Sub-Committee is charged with planning and managing the annual club picnic using the funds allocated to it by the annual club operating budget. They will work with the Treasurer regarding vendor payments and financial oversight.

If it is determined that club members will have to pay a small attendance fee to defray the cost of the picnic beyond the funds provided by the club, work with the Treasurer on the process of collecting the money.

- The selected process should not put club finances in jeopardy. In other words, the attendance fees collected plus the budget allocation should completely defray all picnic expenses.

Any contracts/proposals that must be signed with vendors are required to be put before the Board and membership for approval.<sup>1</sup>

### Time Commitment:

- March – 1 hour
  - Initial planning session
- April – 2 hours
  - Organize details (where, when, source(s) for food and other provisions, other fun activities) and prepare a financial plan (Event Budget). **No club funds (nor fees collected from members by the club to defray party costs) are to be used for the purchase of alcoholic beverages.**
  - Secure facility after membership approval has been obtained.
  - **Deliverables:** Obtain Treasurer (Board of Director) approval prior to April general club meeting, present financial plan at April club meeting, and request membership approval at the April club meeting.
- May – 1 – 2 hours
  - Finalize details.
  - Optionally work with the RSVP Technical Coordinator to create sign-up.

- Optionally send reminder emails to club members through the Director of Auto Events.
  - **Deliverable:** Go Live with an RSVP sign-up by mid-May
- June – 5 hours
  - **Deliverable:** Put on a great club picnic!

<sup>1</sup>Per the By-Laws Article V, Section 1 “The members of the Club, the Board of Directors, past, present or future shall not make contracts, agreements, partnerships, and or sponsorships without the full agreement of the Board and the membership. A proposal shall be made to the membership and a copy thereof shall be included in the notice of the next meeting of the members. Two-thirds of the quorum qualified to vote is required to accept the proposal.” A quorum will be established at the January meeting based on the average attendance of the prior year’s meetings. If a quorum is not met the proposal will be tabled until the next meeting.