

## **Refreshments and Ice\* Committee**

Chairman is responsible to assure the following:

- I. Purchase and Initial stocking of materials
- II. Maintaining inventories
- III. Keep refrigeration units clean and in good working order
- IV. Process empties – use deposit returns on new purchases (if applicable)
- V. Collect fees from users (normally at monthly meetings)
- VI. Keep records of all transactions- give a monthly report at meetings
- VII. Prepare and submit final report of any profits or losses and balance financial account with the GYC treasurer (annual meeting)
- VIII. Prepare the refrigeration units for the winter.

- Note- ice is currently on regular delivery from an outside vendor. All bills are handled directly by the treasurer for payment