

Show & Tell Awards Committee

1) General duties for all standing committees:

See "General Duties for All Standing Committees" document.

2) Show & Tell Awards Committee job description:

- a) The Show & Tell Awards Committee chair will be selected by the **October** meeting for the following year.
- b) Inventory the leftovers in the plastic supply box which is passed on from the previous chair to determine supplies needed.
- c) There is a book in the plastic supply box that shows what was given as awards for the last several years to help avoid duplication and to use for ideas.
- d) Make approximately 25 small pin-on awards for each meeting. For the August Gems Quilt Show meeting when recipients of ribbons show their quilts, they receive their certificates for the show chairman and **do not** receive show and tell awards.
- e) Provide a pin for each member participating in Show & Tell.
- f) Plan "themes" through the year and look for sales to stay within budget.
- g) Months can be done ahead as desired; awards must be ready for the meeting each month.
- h) Maintain records to be passed on to the next program chair on the committee report due to the president in October.

Reviewed/Revised: November 2016