



Concession Committee

- Get soccer building key from Board
- Get Team List & Game Schedule
- Set up food and/or beverage donations from parents via Google Docs
 - For items not donated, order from Mike's or contact Kiwanis
- Set up worker schedule for games- typically 2 adults with shifts as needed
- Email/text/call families with worker schedule and donation list; also contact website coordinator
- Give copy of Game Schedule to First Interstate Bank so they have idea when money bag will be needed
- Place copy of Game Schedule and Worker Schedule on the bulletin board inside the concession stand
- Set up time for cleaning concession area prior to start of season and at end of season
- Check food and beverage supplies throughout season and replenish as needed (charge account at Mike's and Ace Hardware); popcorn bags & napkins donated by Dacotah Bank
- Check paper towels, soap & bathroom tissue supplies- Scott Sjurson with the City will usually order these for soccer if you give him a list; let Board know what is needed
- Check the list of duties for opening and closing (found on bulletin board) including unlocking and checking the bathrooms
- Place trash cans outside of building on game day; empty cans outside and inside at end of game day- close up trash bags and leave them inside the building and the City will pick them up
- Contact First Interstate Bank on game day and pick up money bag- typically \$100 starting cash
- Return money bag to First Interstate Bank (with the soccer building key inside bag) the day after the game
- Return unused ordered food if applicable at end of season

Suggested items for sale: hot dogs, popcorn, bottled water, cans of pop, Gatorade/Powerade, a couple candy options, granola bars, hot chocolate on cold days; (need ketchup, mustard, buns for hot dogs)