

Basket Raffle Chair

- Attends monthly Roundup committee meetings and reports on progress.
- Attends hotel walk-through to confirm room set-ups and locations.
- Coordinates with Set-Up and Security for securing/moving baskets, as needed (Friday night).
- Solicits and secures basket donations from CAIG home groups.
- Coordinates with Roundup Treasurer to purchase needed tickets and supplies.
- At the Roundup:
 - Sets up basket display and ticket containers.
 - Ensures that the Basket Raffle is staffed by at least two (2) people at all times.
 - Works with Registration desk, for them to use the credit card swiper for credit card purchases (as needed)
 - Prepares cash for handover to the treasurer, and notifies treasurer when cash box is 'too full'.
 - Coordinates distribution of baskets to winners on Saturday after the main speaker.