

PROCEDURES and SUGGESTIONS FOR SMALL GROUP DINNERS

Be sure to check Carol Williams ([360-539-7990](tel:360-539-7990)):
hideycat@comcast.net or Pat Sonnenstuhl ([360-94893](tel:360-94893)):
cnmpat@comcast.net for current updates of the roster and
alternates. <http://ouuc.org/small-group-dinners/>

Thanks for your interest in our small group dinner program. Here are some fine points about the process.

1. You can sign up as a **Host** which means you will be incorporated into a roster with 2 other (different) households per time. You will have the opportunity to be the host every 4th month. Or you can sign up as an **Alternate** which means you MAY be invited to join a dinner when the host needs another guest.
2. Dinners are scheduled to be on the second Saturday of the month (the default date). If the host wants to change that, they can contact the participants on the list and coordinate a different date.
 - Signups for the current cycle Feb-May 2017 are closed and in place.
 - Dinners typically take place on the second Saturday of the month. Current Dinner default dates are as follows:
 - Feb 11
 - March 11
 - April 8
 - May 13
3. If you have a small home and want to be a host, consider holding your event at OUUC (Note that this requires booking a space through Darlene and setting up and taking down your tables as well as of course, leaving the kitchen clean).
4. The size of the dinner is up to the host; six people including yourselves are designated on the roster. If you have room to host more people, please add guests off the **Alternate List**; or just leave things as they are. When seeking an Alternate, consider inviting people you don't know from the Alternate List. This encourages new folks to become involved.
5. If you cannot attend the scheduled dinner, it is your job, not the host's, to locate and invite an Alternate. Contact Carol or Pat for the most current list. Be sure to let your host know who will take your place.
6. We will be taking signups for the fall round of dinners this summer. Those months for dinners would be September, October, November and January.
7. A new roster will be available in August for the next cycle. If you must drop off the host roster mid-cycle for a specific date, tell the Dinner

Coordinator (Carol) who will look for a sub to host the dinner. **Please don't sign up to be a host on if you know you may be gone for even one dinner; sign up as an Alternate.**

8. The roster usually runs from September to January and February to May each year, meaning you have the chance to sign up in the summer and January of each year. **If you want to sign up between cycles, you can do so by going on the (non-hosting) Alternate list.** The Alternates list will be updated monthly, with newcomers to OUUC and those new on the list highlighted. If this is confusing, contact Carol or Pat with your questions.
9. Hosts should start planning, and calling their guests the month prior to their event, especially if they are wanting to change the date of the dinner.
10. **Alternate List Updates:** you can add yourself at any time online at <http://ouuc.org/small-group-dinners/> and the list will be revised and republished and available monthly.
11. **Roster members:** if you haven't heard from your host of the month by the last week of the month prior, call and remind them.
12. **Food:** the host will typically provide the entrée, / main dish, beverages and incidentals. In this roster, guests will bring hors d'oeuvres or salad or vegetable dish or dessert. If additional guests are coming, the host can ask them to bring dessert, bread, wine etc as mutually agreed.
13. **If you have special needs** (pet allergies, accessibility, dietary restrictions, you want to bring your houseguest, your teenager) contact your host to discuss these. If he/she can't readily accommodate you, bow out and find Alternate for him/her. Here's an example: you are a vegan guest and are in a conversation with your host about what to bring. She asks if you would bring a vegan main dish. This means she'll provide some other element of the meal.
14. Thanks for your support of this program. It's a lot of fun, and a great way to meet folks in a small group setting.