GENERAL MEETING INFORMATION

The monthly meeting luncheons occur on the first Wednesday of each month in the Club at Longshore. The event starts at 11:00 a.m. We begin each meeting with a "meet and greet" session, which is a time for informal conversation, followed by a business meeting, lunch, and a guest speaker or an interesting program such as performances, the annual fashion show, how-to demonstrations, game-playing, and much more.

How to sign up for a meeting

To sign up for a meeting, a "Save the Date" email will be sent to all members about 3 weeks before the meeting. Please mark your calendar. Two weeks before the meeting, you will receive an email containing a link to the online registration form. Just fill in the form and click on the "Submit" button. You will receive an email confirming that your entry has been received. If you do not receive the confirmation email, please contact Barbara Plocharczyk at <u>bplocharczyk@hotmail.com</u>, or Meggan Davis at <u>nutmegg24@comcast.net</u> to ensure that your name is added. To register guests, you can go back to the original email with the link and sign them up.

How to cancel

If you need to cancel your reservation, please contact Barbara Plocharczyk at <u>bplocharczyk@hotmail.com</u>, or Meggan Davis at <u>nutmegg24@comcast.net</u> as soon as possible. Untimely cancellations will result in a charge to your LL account for the meal. You must cancel no later than <u>noon</u> on the Friday before the meeting. Any cancellations after that time, including illness, will result in you being charged for the meal. However, you have the option to pick up your ordered meal on that day or ask someone else to pick it up for you.

Attending the Meeting

Make sure to wear your engraved name badge to every meeting, otherwise, you will be charged 25 cents. If you lose your badge, there is a replacement fee of \$9.50.

COME EARLY!!!

Please check in at the welcome table upon arrival. At the welcome table, you will be given a card that will identify your meal choice, as well as a door prize raffle ticket. If you're interested in participating in the 50/50 raffle, you can purchase tickets at the entrance to the meeting room. These tickets are priced at \$1 each or 6 for \$5 and will be sold until 5 minutes before the meeting starts. Half of the proceeds from the raffle will go to our service projects. Please take some time to peruse our "get involved" activities table. You can sign up for clubs, explore our many fun and fascinating events, or learn about numerous volunteer opportunities.

Guest Policy

All members and their guests from outside Longshore are most welcome! Prospective members may attend **one time** as the guest of an LLWC member.

Monthly Meeting Minutes

The Minutes are emailed to all members after they are approved by the Board for accuracy. They are always available upon request by contacting the LLWC Secretary.