

MARYLAND SCHOOL NUTRITION ASSOCIATION  
DUTIES AND RESPONSIBILITIES OF  
SPECIFIC CONVENTION SUB-COMMITTEE

Name of Sub-Committee: Dine Around

Purpose of Subcommittee: To make arrangements with restaurants to accept coupons as part of meal payment on specific convention dates and later receive reimbursement for the value of those coupons from MSNA

Preliminary Duties:

1. Contact each restaurant who participated in the prior convention via letter or phone to determine continued interest.
2. Visit possible new restaurants and speak to managers about interest
3. Sent letters in spring with convention dates to all restaurants. Follow up via phone until commitment is determined.
4. Send list to Newsletter Editor for publication in Summer Serving Spoon.
5. Send sample Dine-Around coupon to all restaurants two weeks prior to convention.
6. Sent list of participating restaurants to program printing chair for the convention.

Duties at the Convention:

1. Handle any issues that arise with restaurants or problems a member/guest might have

Follow-up Duties:

1. Contact restaurants to make sure they send coupons to Treasurer.
2. Follow up with Treasurer to make sure all restaurants submit coupons and are all paid.