

ROTARY CLUB OF EASTBOURNE

Duty Rota - August 2015 to August 2016

	Cash for Meals	Visitor's Reception and Host	Speaker's Host, Regalia, Gong and Lecturn	Board Monitor	Fund raising Raffle
Your Duty	Arrive 12:15. Collect and record lunch fee, record visitors, pay hotel, pass both sheets to Secretary,	Arrive 12:15. Remain in foyer to receive visitors. Offer a drink. Find their interest. Sit with them at lunch	Arrive 12:15 Set up gong, lecturn, name label box and regalia. Open the Past presidents Board. Receive speaker in foyer. Offer a drink. Introduce to President, & Speaker's Secretary. Put all away	12:45pm. Recover Boards from Secretary. Start on table at one end and make sure they move across all tables during meeting. Recover and return to Secretary	Overseen by Brian O'Neil. Brian will organise a rota for members to provide a bottle of wine as the raffle prize.
December	Sandy Hamblyn	Neil Cleverton	Ken Rawlings	David Garlick	David Lambird
January 2016	Paul Honney	Nicola Williams	Barrie Gent	Roy Bedford	Phil Coekin
February	Mozmil Hussain	Ron Genty	Simon Seath	Simon Dodds	Colin Luck
March	John Rabbitts	Ian Hunt	Rodney Browne	Ian Coombs	Arthur Chapman
April	Alan Lloyd	Joe Smedley	Alan Wenham	Kevan Regan	James Chatfield
May	Neil Markham	Christine Haniver	Bill Tozer	George Tickle	Norman Kinnish
June	Paul Gietzen	David Lambird	John Rabbitts	Ian Marsden	Tony Cameron
July	Mike Thompson	Arnold Cornish	Chris Smith	Ken Dobell	Alan langley
August	Mary Irving	Phil Coekin	Colin Luck	Brian O'Neil	Keith Ridley

NOTE: Each Rotarian is responsible for securing his/her substitute

Please advise the Secretary only in the event of major change