

Last Updated 6/4/18

SAA Luncheon and Silent Auction Club Rotation Schedule

List of clubs by year for which clubs are responsible for coordinating the Small Animal Association buyer luncheon and silent auction that occur during the SAA sale at fair each year. Clubs are rotated on a 5 year basis.

*Clubs with 10 or fewer members enrolled a small animal project (poultry, rabbits/cavies, goats) in 4-H Online are combined to form at least 10 members available to help with coordination. Numbers pulled from 2017-2018 program year.

**Rotation done by randomized drawing

<u>Year</u>	<u>Luncheon</u>	<u>Silent Auction</u>
2018	We-R-A-4-H Club	Royston Rockets & Ranchers
2019	4 Musketeers, Millerburg, Crazy Clovers Bits & Bridles, Blue Ribbon	Walton Wonders, Critters N Crafts, Vermontville Jr Farmers, VFW Dynamos
2020	Gresham Grain Grinders, Benton Variety Barn Busters, Walton Wonders	FIRST, 4 Musketeers, Millerburg, Bits & Bridles, Kounty Cavalry, Golddiggers
2021	Royston Rockets & Ranchers, J & D Outlaws Golddiggers, VFW Dynamos	We-R-A-4-H Club, Blue Ribbon, Crazy Clovers, A Touch of Country
2022	Vermontville Jr Farmers, FIRST, Critters N Crafts Kounty Cavalry, A Touch of Country	Gresham Grain Grinders, Barn Busters, Benton Variety, J & D Outlaws

Club responsibilities

For the year responsible, clubs will do the following:

- Luncheon
 - Create the luncheon shift schedule for clubs to work the lunch on sale day and create the food list for what items clubs are bringing (fruit, veggies, cookies, other side dishes) – completed and emailed to 4-H staff before May SAA meeting
 - Need to obtain prior years lists and current 4-H Online enrollment numbers from 4-H staff after April 1.
 - Organize main dish of the luncheon (i.e. hot dogs) and prepare the food to be ready to serve on sale day.
 - Organize and obtain paper products, serving ware, drinks, and condiments for the luncheon.
 - Clubs may want to coordinate with JLA luncheon coordinators when arranging for these items.
 - On sale day, help oversee the efforts of the luncheon shifts (set-up, serving, clean-up).
- Silent Auction
 - Obtain donated items for silent auction
 - Items can be dropped off at Extension office prior to fair week
 - Clubs can choose to ask clubs to bring donations or solicit donations from businesses
 - Organize the silent auction on sale day
 - Secure tables with fair board
 - Arrange items for display, including bidding sheets
 - Monitor the silent auction
 - Work with the SAA Treasurer and Treasurer Elect for payment collection