

HERON LAKES WOMEN'S 18-HOLE GOLF CLUB

JOB DESCRIPTION

SUNSHINE CHAIR

1. The Sunshine Chair is appointed by the President to serve during the term
2. The Sunshine Chair is responsible for sending cards, either Sympathy or Get Well, whenever necessary. Other cards may be sent as deemed necessary. Usually other club members will advise you on the need for a card.
3. The Sunshine Chair will be reimbursed for the cost of the cards and the postage by submitting a list in writing to the Club Treasurer.
4. The Sunshine Chair will be called on by the President to make a report at the Brown Bag meetings. She will tell about the cards she has sent and ask if there are club members who should be sent cards.