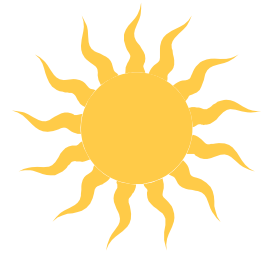




Credit Union Member Cookouts



... Easy and FUN!

Hosting member cookouts is a great way to get to know your members better, and to raise money at the same time!

Where: Host cookouts outside in the front of your building so employees, members and visitors at the credit union can participate.

When: Some credit unions hold cookouts twice a month on Fridays around the noon-hour (11 a.m.-1:30 p.m.), typically coordinated on payday Fridays or other days with high lobby traffic.

Who: Appoint a Community Service Committee to coordinate the events for this project. Assign staff or senior managers to “host” each event -- they will be the individuals who grill and serve the food. In addition, assign a staff member to help during the busy times or to run and grab supplies from the kitchen when necessary.

Costs: Suggested charge is \$2 for a hot dog, bag of chips and a pop, \$3 for a brat, bag of chips and a pop and \$1 for an additional hot dog or brat. All profits go to the Children’s Miracle Network.

How Many to Plan For: Hiway Federal Credit Union in St. Paul usually plans for 250 people at the beginning of the summer and then adjusts that number accordingly as the summer goes along. It’s always better to have too much than not enough. Most leftover items can be stored and used later, and anything perishable can be sold to your employees (at cost).

Supplies Needed: You will definitely need some of the basics such as a large grill, grilling utensils, coolers (for hotdogs, brats, cold pop), aprons, signs (for prices), a place to store extra items for the next cookout, picnic tables. Also, you may want soda, brats, hot dogs, buns, sauerkraut , chips, ketchup, mustard, relish, ice, and a “meatless” option.

Suggestions:

- **Keep it simple.** For your first couple cookouts, consider selling only hot dogs, a bag of chips (buy variety packs) and a pop (two to three choices).
- **Keep the math simple.** Keeping prices low and manageable is best. And you will probably find people who give additional money because they know it’s going for a good cause.
- **Consider your vegetarians.** Keep a small stash of Boca burgers, Soy-sages (or similar meatless products) in your freezer to allow employees who don’t eat meat to still participate.
- **Try to get donations.** To get donations of pop or chips, you typically have to contact local distributors early in the year before their allotted donations are given out. Otherwise, be sure to purchase hot dogs, buns and chips at Sam’s Club or a wholesale company -- buying in bulk saves money.
- **Let people know about your cookout.** Post signs on your lobby doors and contact your common bond or SEG groups to let them know that cookouts are coming. You could advertise on your web site or in a member newsletter too.
- **Realize that it will take work.** It takes a coordinated effort to make cookouts happen.



COOKOUT CHECKLIST

Date _____ Projected Count for the Cookout _____

Committee Coordinator _____

Things to do the Week of the Cookout

- Give cookout signs to Teller Manager for the branch.
- Put two cookout signs up on the lobby door. Check on food supplies for the cookout. Purchase any necessary items.

Things to do the Day Before the Cookout

- Put cases of soda in the refrigerator
- Contact Teller Manager to coordinate cash box check-in/check-out

Things to do the Day of the Cookout

Morning

- Buy ice
- Put ice in the coolers
- Arrange to have people assist you with bringing supplies into the building

At 10:30 a.m.

- Take all food up to the tent
- Take tub with aprons, cooking utensils, etc., to the tent
- Put up banner on tent/table
- Get cash box from Teller Line – coordinate who will sign for this in advance

At 1:30 p.m.

- Take in cash box and contact Teller Manager about counting and depositing it
- Take all left over food to the lunchroom. Inventory any leftover supplies (chips, aprons, cooking utensils, unopened ketchup, mustard and relish, brats and hotdogs)
- Throw out any leftover sauerkraut that has been opened
- Dump ice and water out of the coolers and leave the coolers in the storage room with lids open so they don't mold or mildew from any moisture left in them
- If buns are left over, send out an e-mail letting employees know they can buy the leftover buns