

Storage and Use of Paper Goods and Other Supplies Policy

Overview: This policy outlines the intent of buying supplies in bulk for cost savings when the supplies are for use by PPE residents. The main intent is to have needed items available when the included PPE committees have their functions.

1. In accordance with past usage and current committee consensus at an October 29, 2010 meeting, the following committees are authorized to use the supplies:
 - A. Cards, Games, & Darts
 - B. Pot Luck
 - C. Golf Cart Parade
 - D. Movies
 - E. Resident Holiday parties
 - F. Coffee Break
 - G. Live Entertainment
 - H. Resident Memorials
 - I. Pro Shop
 - J. _____
 - K. _____

2. The following committees and functions will furnish their own supplies as needed:
 - A. Bingo Kitchen
 - B. 19th Hole
 - C. Breakfast
 - D. Personal functions (Birthdays, Anniversaries, Weddings, etc.
 - E. _____
 - F. _____

3. Additional committees and functions may use the supplies with PPE Board approval of a written request.

Approval date: 11-10-10
Angie R. B...