

Hospitality & Social

Chokefest

Clam Bake

Hospitality to New Shoalers

Hospitality to Speaker

Social Hour Drinks Coordinator

Social Hour Drinks Prep/Server

Social Hour Food Coordinator

Social Hour Food Prep/Server

Chokefest

Activity: Artichoke feast held on Village Lawn one afternoon during Social Hour (Usually Monday)

Responsibilities: To coordinate, organize, prepare sauces for, and serve at the Artichoke event.

Off Island:

1. Make arrangements with the cook to purchase 130 large-sized artichokes from the outlet that provides the rest of the Island's produce. Generally, the cook and management like to work with the Chairs so it is important to get clearance to talk (email) directly with the cook.
2. Prepare sauces for the fest and bring labels. This could be done by the kitchen and could simply be mayonnaise, melted butter, and salad dressing. In the past about 8 or 10 different sauces have been prepared and brought to the Island in an ice chest. Examples include mayo with various spices such as Chinese 5 spices, curry, taco mix, pesto, etc. Be sure to have something for people worried about cholesterol such as low calorie salad dressing.
3. Through the Chairs order hollandaise (about a quart) and melted butter. (These should be kept warm with a warmer so they don't solidify). Have the Chairs alert Conference Services that we will need disposable plates, small cups for individual sauces, napkins, plastic spoons, large serving bowls for the sauces, 3 tables, trash cans, cans for the choke leaves to be composted.
4. Have 130+ artichoke tickets so that they can be sold before the activity. They should be retrieved in exchange for an artichoke at the chokefest. A good time to sell the tickets is on the boat when you have a captive and concentrated audience but save a few for the Chairs and speakers who already will be on island. We made a set of tickets with 3x5 cards that have an artichoke stamp on the front with a number up to 130. We ask people to sign them so that the next year they will see the history of the ticket. None of this is necessary.
5. We have made a chokefest T-shirt for several years, but this isn't really necessary. We have made the design in advance and have advertised and taken orders before getting to the island. The shirts have been distributed before the chokefest which normally is on Monday.

On Island:

6. Talk with cook about problems that we have had in the past with not getting the chokes cooked completely. They usually use the large steamers but they don't cook evenly if they aren't rotated. In recent years, the cook has steamed them in advance and held them for an hour or so.
7. Talk with conference services about needs and timing.

8. A half hour before social hour, set up sauces with labels. We usually have 3 or 4 people helping serve.

9. Give artichoke toast (poem)

10. Teach people how to eat artichokes, describe sauces.

Follow Up Responsibilities: General clean-up.

Total Cost: Check-in with the conference Treasurer regarding the pricing of the artichoke tickets They have been \$5.00 in recent years.

Materials: Artichokes, Sauces, 130+ Tickets

People Needed: 3-4 (To collect tickets, serve artichokes, serve sauces) + 130 artichoke eaters!

Past Volunteers: Dug Miller, Shannon Miller, Scotia Miller, Gimpel and Denno families.
Updated 2018

Clam Bake

Activity: Clam feast held on lawn between Vaughn and Parsonage one night during Social Hour. Usually on Wednesday (unless it is the 4th of July!)

Responsibilities: Purchase materials including clams, sell clam tickets in advance, serve the clams, general clean-up.

Off Island:

1. Either directly or through Chairs, contact Conference Services and establish contact for obtaining 2 bushels of clams and one of mussels (or 3 bushels of clams).
2. From home bring about 100 tickets. From Conference Services (either directly or through the Chairs) purchase clams, butter, lemons, napkins, 100 strong, deep paper plates, and cups (100 for butter; 100 for broth).
3. Sell tickets on the boat to the island (captive audience!)

On Island:

4. Contact Conference Services again to ascertain that all is set for the event. Will need 2 tables, trash cans (three marked with a sign for clam shells and three for other trash), and utensils for serving (5-6 diameter flat strainer for clams and 2 ladles).
5. On Wednesday be certain that clams have been purchased and that set up is ready.
6. At function have 1 person responsible for taking tickets, 2 for serving clams, 1 to serve butter and clam juice, and 1 to see to it that the paper trash and clam shells are kept separate. The kitchen will bring the clams, butter, and clam broth.
7. In general there should be about 12 clams per serving; no seconds until all of the tickets have been collected to be certain that everyone gets some.

Follow Up Responsibilities: Segregate trash into burnies and non-burnies and clean up area.

People Needed: 4-5

Materials: 2 Bushels of clams, 5 lbs. of butter, 10 lemons, 260 napkins, 100 paper plates (at least 8-10 in. diameter), 100 medium ice cream cups for clam broth, 100 small cups for butter.

Total Cost: Check-in with conference Treasurer regarding the pricing of the clam tickets and to determine if \$5.00 per ticket will be adequate.

Comments: Need help (signs on trash cans) from Conference Services to segregate trash – clam shells from burnies. Don't schedule the Clams on the 4th of July. They can't be delivered that day.

Past Volunteers: Bill & Chris Gimpel, the Colby family, Anne & Scott Stewart, Jon Best & Sasha Rash
Updated 2018

Hospitality to New Shoalers

Activity: To be certain that new shoalers, and those who are either new to All Star I or returning to the conference after a lengthy (~5-year) absence, feel welcomed and informed.

Responsibilities: Coordinate activities to be certain that new — or nearly new— shoalers have an experienced shoaler as a contact. Be certain that all feel not only welcomed, but included in the activities of the week.

Off Island:

1. Contact chairs early and get a list of newcomers or those attending the conference for the first time or after a number of years, including their name, age, telephone number/e-mail. It is also helpful if the Chairs provide a list of “experienced shoalers” who could provide hospitality to the new families.
2. Assign one welcoming person to each new shoaler family and ask them to contact the new shoalers as soon as possible from home to answer any questions they might have, to make them feel welcome, and to provide a personal contact if they need further assistance. An e-mail of welcome, a telephone call, and/or a personal contact with the new shoaler(s) is recommended. Wherever old shoalers can be matched with newcomers whom they know, so much the better.
3. In June, check-in with each of your chosen Hospitality people to be certain that all new to All Star, or returning shoalers have been contacted.
4. Contact editor of “The Boat News” to be sure that a word of *welcome*, and perhaps a short paragraph about the person/family, is included. Can contact new shoalers by email before conference.

On Island:

5. Be certain that each welcoming person has personally met with their assigned new shoalers and has offered to serve as a contact while on the Island.
6. Think about working with some of the old shoaler hospitality volunteers to set up one or two tables for “new – or those who feel new” shoalers to sit at for Saturday night and perhaps, Sunday — for the first few meals.
8. Check in with newcomers periodically to make sure that they feel welcome and “in touch” with activities.

Follow Up Responsibilities: None

Total Cost: None

Materials: None

Comments: It is important that the name tags for new shoalers be marked so that they are easily recognized.

Past Volunteers: Jill Robbins, Dale & Keith Knox, Scott Stewart & Kathy Slothower *Updated 2018*

Hospitality to the Speaker and Minister

Activity: Check-ins with speaker and minister and their families.

Responsibilities: Make speaker and minister feel comfortable and help with any problems

Off Island:

1. Call speaker and minister and answer any questions that they might have. Tell them that you will meet them at the pier and will help them during their stay on Star.

2. See if there are any special needs that they might have while on the Island either for the lectures, sermon, or personally.

On Island:

3. See to it that needs of speaker and minister are taken care of and that they and their families are introduced to as many conferees as possible

4. Check with speaker and minister occasionally to be certain that everything is ok.

5. It's a good idea to see that they have seats at Musicale and Pel Show. You can also remind them about clam, artichoke and lobster tickets. In 2006, Jill Robbins provided a basket with snacks, etc., for their rooms to welcome them. Let them know about additional costs such as: rowboat rentals, extra child care, etc.

Follow Up Responsibilities: None

Total Cost: None

Materials: None

Comments: 2003 –It might be nice to have a welcome basket in the speaker's room with snacks, drinks, and maybe a book about the Island. (est. cost \$25 -\$30).

Past Volunteers: Lorene & Ed Bossong, Elizabeth Yermack, Ray & Barb Hallows, Joanne Bulley
Updated 2018

Social Hour Wine and Beer Purchasers/Coordinators

Activity: To purchase the wine and beer before arriving to Star Island, and to coordinate the Wine and Beer distribution during Social Hour each evening of the conference from 5:30 to 6:30 p.m.

Responsibilities: To plan for and obtain the kegs of beer and the cases of wine to serve at Social Hour, (to obtain the beer to serve at Poker Night and the Friday Farewell Party), to deliver the kegs and/or cases of wine to the freight boat on the first Saturday morning of the conference, to ration and take out each evening's supply of wine bottles, and/or beer keg, to direct the beverage serving volunteers during set-up, to place the Social Hour contribution baskets out each evening during Social Hour, to collect the donations and to give them to the conference Treasurer.

Off Island:

1. Obtain beverages: Wine (about 18+ cases; half white, half red), beer (7 half kegs – about 60 gal).
2. Pack for delivery to island: Each box labeled "Box#—going to Newton." All beverages should be delivered to the Portsmouth dock early Saturday morning so they can go out on the Star Island freight boat. Part of the Wine and/or Beer coordinator group should go out on one of the earlier boats on Saturday in order to unpack, store, and begin chilling Saturday p.m. beverages.
3. Contact the Chairs and have them add to the Conference Service list: Ice (3 bags per day), 8 pitchers, glasses for beer, and ask the Chairs to remind Conference Services to please get the All-Star I conference wine glasses from the storeroom early Saturday, so they can be washed and brought up to Newton Ctr. by 4:45 p.m. for Social Hour set-up.

On Island:

4. Be sure that all items on the boat are delivered to Newton and are stored in the back room where they are locked up. Obtain key from main desk in Lobby. Begin chilling the beverages.
5. At 4:45-5:00 pm each day begin set-up for the 5:30 Social Hour start time. Different Beverage Helpers will arrive at that time, and can be directed for set-up. Beverage tables are usually in the front room of Newton and on the deck, weather permitting. In Newton, there has been a Beer area, a Wine serving table, and a separate non-alcoholic beverage table. On the Lindquist Deck, there is one table for all beverages.
6. During the Social Hour there are one or two committee members (or nightly helpers) tending each beverage table. They should have received and read their helper job description ahead of time, so they should be able to jump right in!
7. Be certain that the money baskets are clearly visible (but not placed on tables with beer or wine).
8. Store leftovers in back storage area and generally begin clean up at 6:10. The Pelicans will finish.

Follow Up Responsibilities: Make sure Truck Crew knows to collect the empty kegs to put on the luggage boat on Saturday morning so they can be returned on the mainland.

Total Cost: Contact the conference Treasurer to discuss the budget for beer purchasing and for wine purchasing.

Materials: Kegs of beer/cases of both red and white wine for 7 nights + (Poker & Friday Party Beer).

Past Volunteers: Tom & Tricia Coleman, Tommy & Heather Yermack, Phil & Pam Pierce-Wine
Derrick Nelson, Cory Easter, Dan Slothhower-Beer *Updated 2018*

Social Hour Beverage Prep/Server

Activity: To help set-up, serve, and clean-up the beverage component of the nightly Social Hour on one or two given/assigned nights of the conference.

Responsibilities: For this job, you will be serving Wine and Beer to fellow conferees during Social Hour on your designated nights. Please arrive 30 minutes before Social Hour begins to help with the set-up. Generally, there is a beverage table set-up on the Lindquist Deck and in the front room of Newton Ctr. You will help to bring out racks of glasses to your designated tables, set-up bottles of wine and pitchers of beer, and you will also help to set up a non-alcoholic beverage area. During the Social Hour, you will stand behind the Wine and Beer table with another volunteer and will pour either Wine or Beer for adults (21 years and over) until clean-up time begins.

At clean-up time (usually about 15 minutes before dinner), you will begin to remind people to bring back their wine glasses to the dishrack. You will dump out any alcohol left in abandoned cups on railings or tables. You will make sure that all disposable cups and bottles are put in the recycling barrel, and you will bring any leftover alcoholic or non-alcoholic beverages back up to Newton to the beverage storage closet. It is also nice to carry up the dishracks to the center table in Newton, and to wipe and fold up any tablecloths that were in your area and bring them up to Newton as well for storage in the beverage closet.

Thank you for your help!

Updated 2018

Social Hour Food Purchasers/Coordinators

Activity: To plan, purchase supplies, and prepare hors d'oeuvres for 150+ conferees for the pre-dinner Social Hour from 5:30-6:30 p.m. in Newton Ctr. for each of the 7 conference nights, Sat.-Fri.

Responsibilities: To purchase crackers, cheeses, dip and spread materials, vegetables, fruits, chips, pretzels etc. and package them in coolers and boxes to go out to the island. To unload all materials up in the Newton Kitchen. To prep food for each night's (Saturday-Friday) Social Hour. To coordinate helpers who arrive at 4:45 each afternoon and assign them tasks. Usually a food and drink set-up is done in Newton and down on the Lindquist Deck each night weather permitting.

Off Island:

1. Plan menu and buy all food materials (usually there are 100-140 people per night).
2. Pre-make any spreads, hummus, dips, hors d'oeuvres. (Check with past Food people for amounts such as at least 3 lbs. of spread, 8-10 cups of dip per night).
3. Think about serving trays, baskets etc. to bring and re-use each night. The island does have trays and oval shaped platters, dinner knives, napkins etc. These would need to be documented on a list, and the list sent to the Chairs. The Chairs will add this to the Conference Services Wish List.
4. Pack all supplies in boxes/Coolers and CLEARLY LABEL them with SOCIAL HOUR Newton Center. (Truck Crew will deliver all Social Hour freight to Newton Center).
5. If you are in Portsmouth on Friday, your boxes of chips/crackers, baskets, (not refrigerated supplies) can be sent out on one of the Friday boats. (Arrange which boat with the Conference Chair). Otherwise, having your supplies sent out on an earlier boat on Saturday morning is advised.

On Island:

1. Plan to come to the island on an earlier boat than the rest of the conference on Saturday if you wish to do unpacking/prep work for Saturday evenings Social Hour. Social Hour will begin at 5:30 after the Fire/Water talk that afternoon. Check-in with the Conference Chairs and have them let the island know if you are arriving on an earlier boat. This is very helpful!
2. Each day, you will spend time in the Kitchen in Newton Center to get the food prepared.
3. At 4:45 p.m. each afternoon a group of helpers will arrive in Newton Center to be directed by you for that night's set-up and further prep of food trays.
4. At 5:30, Social Hour officially begins and people will begin to arrive.
5. If you have additional food to add to platters as Social Hour is going on, let your helpers know what is available to add.
6. Direct your helpers to begin bringing up empty platters up to the Newton Counter at 6:15 so washing of trays/dishes and food put away can occur.
7. As you put away any leftovers each night, think about saving a bit for Friday Night's Farewell Party. Any leftover spreads and dips/cheese and crackers that can be served at the party is greatly appreciated. You should chat with the FNF Party Volunteer as the week goes by.

Follow Up Responsibilities: On Friday, pack up your prep materials and any leftover supplies you want to bring home. Make sure that Truck Crew knows to come pick-up your boxes for the boat on Saturday morning. Leave items for Friday Night Farewell Party out on kitchen counter.

Total Cost: Check in with the All-Star I Treasurer regarding your food budget.

Materials: Crackers, Cheese, Spreads, Dips, Chips, Pretzels, hors d'oeuvres supplies.

Comments: Talking with past food volunteers is very helpful!

Past Volunteers: Jenny Easter Nelson, Pam Pierce, Michelle Cohen, Sally Easter
Updated 2018

Social Hour Food Prep/Servers

Activity: To help set-up, serve, and clean-up the food component of the nightly Social Hour on one or two given/assigned nights of the conference.

Responsibilities: For this job, you will be helping to set-up the food platters outside the kitchen up in Newton Center on your designated afternoons. Please arrive up in Newton at 4:45 pm. Check-in with the person in charge of the food (generally, he/she will be right behind the counter in the kitchen!) and you will be given a prep task. Usually, there are two set up food areas for each Social Hour. One in the back room of Newton, and one on the Lindquist Deck. You will put tablecloths on the food tables, bring out napkins, then bring down designated food platters about 5-10 minutes before Social Hour begins. Generally, two platters of each food item are prepared, and one goes to each of the food tables. As Social Hour commences you are welcome to join in the party, and as you see food platters that have become empty, you can bring them to the kitchen counter for washing. Sometimes there are more crackers etc. to add to the platters when they become low. The person in charge of the food will let you know.

At about 6:15, you will begin bringing all of the food platters to the kitchen counter. You will help to put any extra food away, or you might help to wash the platters. Tablecloths from the food tables should also be wiped down, then folded and brought to the kitchen counter.

Thanks for your help!

Updated 2018