



Host

The Host is responsible for bringing drinks and snacks for the attendees to enjoy at the break.

Before the Meeting

- Buy or make vegetarian snacks or finger food. Per our contract at the Hive, no meat is allowed. We typically have about 35-40 people at the meeting, but many don't eat so plan on providing something small for about 20 people.
- Buy water (individually bottled or with cups) or another non-alcoholic beverage.
- If your food item requires plates or utensils, provide those as well.
- Arrive by 6:45 PM.
- Set up food and drink on the host table.

Role Supplies

- Food
- Drink

After the Meeting

- Clean up the host table. Collapse table and lean against wall.
- Bring any excess food or drink home with you.

Tips

- Hive Events must adhere to the Leichtag Commons Kashrut Policy which requires all food be vegetarian, vegan, or pescatarian. Poultry, red meat, and shellfish are not permitted to be consumed anywhere on Leichtag Commons.
 - Consider adding gluten-free or vegan items for those with dietary restrictions.
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