

Arizona Allegro Club Wagon Master Duties

The Wagon Master (WM) shall be responsible to secure the hosts/co-hosts for the monthly club outings (usually one per month, October through April). The WM shall email a listing of the rallies scheduled (and any available months) to the membership as well as the webmaster.

The hosts shall be responsible to put together information regarding their rally and email it to the WM. The WM shall distribute the information to the membership in a timely manner. The WM shall email the webmaster with the information to be put on the club's website.

All inquires regarding a rally shall be addressed directly to the hosts (sign-ups, questions, etc). If a member replies to the WM, the WM shall forward the email to the host.

The host is responsible for notifying the WM if/when the rally either has additional spaces available or if the rally is full. The WM shall send an email to the membership as well as the webmaster updating the status of the rally.

The WM shall keep a record of the host/co-host to ensure the requirements of Article IV Section 1: E are met. A copy of the record shall be provided to the Secretary to become part of the club's permanent record.

The WM term may be 2 years (multiple terms may be served).