
Family Reunions

Getting Organized



Family Reunions

Everyone knows busy people always get things done. You've been volunteered or raised your hand to coordinate your next family reunion. Where do you go from here?

The first order of business is to establish a committee comprised of other family members. Each person will be assigned one of the tasks below. However, each needs to understand that reunion decisions are made by the entire committee, except item #1. This is the committee chairman's job.

1. Organize a committee with one person designated as the treasurer
2. Research and lock in dates and a venue or location
3. Start gathering lists of family members - email addresses, postal addresses and phone numbers
4. Research food options, pricing and resources for the reunion
5. Research and organize intergenerational activities for the reunion
6. Organize an itinerary for the entire weekend, e.g. a welcome to town happy hour event, a golf outing, a girl's lunch, an evening group activity, Sunday morning church service followed by photos and the big reunion
7. Coordinate take-aways for the event, e.g., tee shirts, Grandmother's favorite potato salad or apple pie recipe, ways to stay in contact, etc.
8. Write thank-you notes and explain how to obtain photos
9. Establish the chairman and committee members for future reunions