

## **THE PORT LUDLOW INN COORDINATOR**

**Overview:** The PL Inn Coordinator is the liaison between the League and the Inn and is responsible for recruiting League members to display artwork at the Inn. The artwork is displayed for two months.

The Inn Coordinator is not a voting member of the PLAL Board but may attend each monthly Board Meeting.

### **Duties:**

- The two-dimensional artwork hangs at the Inn for two months: January-February, March-April, May-June, July-August, September-October, November-December.
- The Inn sets a “theme,” however, the artist is free to interpret that theme.
- Every two months, recruit PLAL artists.
- Make certain that each participating artist signs a Liability Waiver.
- Coordinate the removal of artwork and the installing of the new artwork on the date set by the Inn.
- Provide information cards for each piece of artwork hung. Cards should be discrete and include title, medium, artist’s name and phone number, and price.