



Addendum to Business Plan

The purpose of this addendum is to detail the roles and tasks of the individuals that will potentially be involved in My Buddies LLC.

Dale Wells

Dale Wells is co-owner and agent for My Buddies LLC. He will also be the agent for the Class B Combination Liquor and Beer license, upon city approval. Dale will be overseeing every aspect of this business on a daily basis. It is estimated Dale will be on site a minimum of 40 hours, however reality shows this to be upwards of 70 hours per week.

Tasks involved are as follows :

Inventory

Ordering

Managing Finances (Debra and Dale will be exclusive in handling funds)

Bookkeeping

Hiring (with assistance of HR consultant Peggy Nowicki)

Firing (with assistance of HR consultant Peggy Nowicki)

Approval of marketing plans

Approval of entertainment options

Overseeing security

Maintaining quality

Ensuring all laws pertaining to the establishment/license are followed

Counting out/verifying tills

Debra Wells

Debra Wells is co-owner of My Buddies LLC. She will be focusing on the following areas, but will also assist Dale in other areas as needed:

Managing Finances (Debra and Dale will be exclusive in handling funds)

Bookkeeping

General Supervision

Approval of Marketing

Approval of Entertainment options

Maintaining quality

Jason Wells – Restaurant Manager

Jason will potentially be employed as a Restaurant Manager. While he will have a small role on the bar side (training, marketing) the core of Jason's responsibility will be as follows:

- Overseeing all kitchen and wait staff operations
- Training
- Marketing
- Entertainment Coordinating
- Networking
- Customer relations
- Idea generating
- Assisting Dale in inventory management
- Building and maintaining the catering aspect of this business
- Maintaining business relationships
- Website/Facebook maintenance
- Technology
- Following trends/market research

Joseph Johnson – Marketing Director

Joseph will potentially be employed as a Marketing Director. His role is simply to get people in the door. Through a large professional network he will focus on booking the entertainment, recruiting potential employees for Dale/Peggy to interview and the tasks listed below:

- Marketing
- Maintaining business relationships
- Public Relations
- Event Coordinating
- Entertainment Coordinating
- Assisting Dale and Jason in inventory management
- Assisting Debra and Dale in bookkeeping tasks
- Idea generating
- Website/Facebook maintenance
- Technology
- Following trends/market research