

Peninsulaires Cabaret and Ice Cream Social.....

The Palo Alto Mountain View annual cabaret and ice cream social is an important chapter fund raiser. It also functions as a chorus public performance and a chapter social event. These events are held on one Saturday in October and typically held in a community or church hall large enough to accommodate 250 attendees.

The afternoon ice cream social has target audience of older seniors who do not typically go out in the evening and families with younger children who enjoy combining music with ice cream and cookies.

The evening cabaret is directed at fans of the Peninsulaires Chorus as a barbershop musical event along with the opportunity to socialize. A meal is served, typically a simple lasagna and salad dinner or a catered menu.

The Chair, working with the Board, the program VP, the Music Director and music VP, is charged with establishing the initial parameters of the event: scheduling, theme, booking the venue and external performers, and assigning responsibilities. The Chair drives the preplanning before the event, organizing the event and managing on the day of the event.

The Music Director and VP Music have important responsibilities: musical program production, securing guest performers, music selection, show staging, quartet performance, preshow entertainment, chorus attire, chorus preparation and scheduling.

The production of the event involves the following set of primary functional activities by the Chair who is responsible for recruiting, assigning and monitoring sub-chairs as needed.

- A. Ticket sales, promotional efforts, box office support, ticket delivery, tracking seating requirements, budget tracking
- B. Hall set up, table arrangements, set up and clean up, coordination of opening and closing hall, and access to additional dressing rooms.
- C. Kitchen management, food and supplies purchasing, food preparations, food delivery and table clearing, coffee and drink management, sales of beer and wine (if appropriate).
- D. Management of Annual Raffle, item solicitation, table management, ticket sales, raffle results

Many past Chairs can provide instructions and documentation on managing these events. The Board readily helps identify current members to share knowledge and actively participate as sub-chairs. One of the great attributes of the Peninsulaires has been the willingness for all to pitch in and get the job done, especially on the day of the event.