

SUGGESTIONS FOR HOSTING AN EVENT/CRUISE FOR THE VALLEY VETTES IN 2017

These are only suggestions to use at your discretion. Pick and choose what works for you. The type of events we have are Dinner Cruises, Mystery Cruises (do not know where the group ends up), Christmas Party, Birthday Party, and Road Rally. Use your imagination to come up with new events for the club. There are a lot of choices that could be made.

1. Planning the Dinner Cruise, Mystery Cruise, and Road Rally.

Let the Board know you will be hosting an event to put on the Agenda, Pat Murray for the Web and Marty Garofalo for newsletter with the date of the event and a short article. If there is a cost to the members, let them know the per person charge in your article.

Let's assume you will have between 18 to 20 cars. That seems to be an average number lately. That would make it between 36-40 people.

Now that you know approximately how many people will sign up, you need to select a place for ending the run and eating.

- A. Physically go to the establishment and talk to the individual that would sign you up for a group.
 - 1 Can the establishment handle 36-40 people at one time?
 - 2 Is there sufficient parking space for 18-20 cars, possibly more?
 - 3 Would prefer blacktop for surface if possible for parking.
 - 4 Would the establishment want to use their current menu or would they want to have a limited menu with possibly 3-4 items to choose from?
 - 5 Would it make a difference if we arrive a 4:00 or 4:30 to make it easier for them to accommodate us and not upset their usual customers?
 - 6 Do they do separate checks? **This must be a yes. If no, do not make a reservation.**

2. Set-up for Dinner Cruise or Mystery Cruise.

After setting the destination we found the following suggestions might be helpful.

- A. Now for the Dinner Cruise/Road Rally. You have your destination and reservations in. Now you need to set up your route.
 - 1. Where will you be starting your Dinner Cruise/Road Rally? Make sure there is enough room for 18-20 cars plus a black top area if possible. If you plan on going north, start on the north side of town.
 - 2. Make sure you are near restrooms. (Gas Stations, Parks and Picnic Areas. Make sure restrooms are open.) Remember that during the run, the

restroom stops take longer with the more people and cars you have so allow extra time to get to your destination in time for your reservations.

3. Make sure members have walkie-talkies and all on the same channel. Try to avoid stop and go lights through cities. If that is the only way, make sure that the lead car waits on a stretch of road not far from the city limits (safety) until you receive notification by last car that all members made it through the lights. It is too hard to keep the group together going through a larger city.
 - A. Lead car has a walkie-talkie. (Will notify members of a right/left turn or straight when coming to a main road).
 - B. End car has a walkie-talkie. (Will notify lead car when all cars have made it through or if someone is having a problem).
 - C. With only 10 cars, lead and end cars having walkie-talkies is all that is needed. If you have more cars, sometimes the lead car gets so far ahead that the walkie-talkies cannot communicate. Select someone in the middle of the cars to transfer information back and forth between end car and lead car.
 - D. Try to set up your route on back roads. It is easier to keep people together.
 - E. When setting up the Cruise/Road Rally, you will be writing down roads and when to turn. When you run the road rally you devised, the time that it takes to run it will not be the same as you have many more cars to go and stop at stop signs, and/or stop lights. Add more time because the more cars you have and the more people it takes longer to run and bathroom stops take longer also the more cars you have. **For every hour of running time add at the minimum 15 minutes.**
 - F. Try not to go on gravel roads. If that is the only way, let members know ahead of time that a gravel road or under construction road will be coming up.
 - G. You have ran the route once and now have the time that it will take from the starting point to your ending destination. Now you can select the time of departure.
 - H. There have been instances where members have gotten lost on a cruise. You can put directions and the name of the eating establishment, plus also the phone number of the eating establishment and your phone number in case people are lost. They

can let you know and go directly to the eating establishment. You can print out and put in an envelope for each car. Let people know at the drivers meeting.

- J. If you want a mystery cruise. Write destination and information you deem important and staple sheets together. You can hand them out at the drivers meeting and let people know they can open if they wish, but more fun to try to guess our destination.

3. Running the Cruise.

- A. Try to stay within the speed limit. You will usually have someone not keeping up and they will slow down others behind them. Others will then try to speed to catch up and there could be consequences of a ticket. The more cars you have the longer it takes.
- B. There is the **Buddy Rule. VERY IMPORTANT!!!** Check that the car behind you is still there. If that car is not there, pull alongside and wait till they catch up or if you have walkie-talkies or cell phone numbers, try calling. When making a turn, make sure the car in back of you sees that you are turning. If not, wait. The car in front of you should be doing the same, etc. etc.
- C. 10 Minutes before leaving the departure area. Have a drivers meeting. You do not need to tell them where they are ending up. People like to guess. You can give all members a sealed envelope if you wish. Also, mention the **Buddy System**. As you are waiting for members to arrive at the start point, check their names off the sign-up sheet. If some members did not show up and phone numbers are listed, possibly contact to see if still coming.
- D. All members who sign up for an event, should come. If they cannot make it, common courtesy is to let the host know, so they are not waiting for you.

IF MEMBERS WANT TO PUT ON A ROAD RALLY, SAME INSTRUCTIONS WOULD APPLY ABOVE. THE ONLY DIFFERENCES WOULD BE:

- 1. The host/hosts would give out sheets with questions on, which members would need to fill in the answers.
 - A. If you need help to put on the event, let the Board know and a volunteer would be found that would help you put on your first rally or find 1 or 2 couples that would be willing to help.
 - B. Starting Point: A car would leave every 1 to 3 minutes. The following needs a spot on the front sheet of the road rally:
Time Out _____ Time In _____ Mileage at start: _____
Mileage at end: _____ Driver: _____ Navigator: _____

How many miles: _____ How long did it take: _____

- C. You should type up your original notes for the Road Rally and then run it again to check for errors. You need to find the time it took and the number of miles ran. These could be your tie breakers. **The host is always right.**
- D. On your final draft, find someone to run the route and fill in the answers. See how close they are to your time and answers etc.

SPECIAL EVENTS LIKE THE CHRISTMAS PARTY, BIRTHDAY PARTY ETC.

1. Let the Board know you will be hosting the event at least two months ahead. At this time have a tentative plan for venue, meal, and entertainment. You will need to get approval from the Board for over \$100 for any cost for an event. This would include hall rental, food, entertainment, center pieces, door prizes, tablecloths, napkins, plates, silverware etc. Some of these items may be in the blue boxes that the Vice-President holds.
2. Make sure tentative time, date, and cost per person is posted in the newsletter and put on the web. If you have chosen to have members furnish some of the food (Desserts, Appetizers, Salads, or Casseroles) for the Event, make sure that information is included also.
3. The Christmas Party has historically been a fund raiser for the corvette club and other charities.

Reminder: Members must bring their own beverage of choice when attending club events such as picnic meetings, birthday parties or any event where commercial beverage purchase is not available.

Thanks everyone for taking the time to look at. We hope this is a useful tool if needed.

Either Penny, Lyn or Colleen would be happy to help with any part to get your event going.

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This article will be on our web site in printable .pdf format.