



09/09/2015
(Form Date)

Bogus Basin Ski Club (BBSC) EVENT/TRIP PLANNING & RECAP FORM

EVENT: Bogus Basin Ski Club Annual Crab Crack

DATE: 11 February 2017

TIME: 5:30 – 10:30 PM

WHERE: Boise City Police Association Clubhouse

SHORT DESCRIPTION: Annual signature event offered to club members and their guests, taking advantage of the seasonal availability of fresh Dungeness Crab

SPONSOR(S): None, wholly planned and sponsored by BBSC

EVENT/TRIP LEADER: Michael Bouton / Co-chairman Fred Uranga

PHONE: N/A

EMAIL: social@bogusbasinskiclub.org / historian@bogusbasinskiclub.org

ASSISTANTS:

Don Pribble purchased items as requested by the event chairman.

Kim Hovren and JoJo Brubacker planned and acquired decorations.

Don Pribble and Mark Barnard took event pictures.

Rosie Rosco took reservations/coordinated manning of the registration table/published an attendance recap.

Alicia Culbertson produced 11 Raffle packages/baskets to raffle off; Fred Uranga sold raffle tickets

Mike Hanson paid the bills.

COORDINATION PERSONELL, POINTS OF CONTACT (OUTSIDE ORGANIZATIONS, BUSINESSES, etc.)

NAME OF ORGANIZATION:

Boise City Police Association Clubhouse
7311 Potomac Dr, Boise, ID 83704

NAME: Event Coordinator Jody Smith

PHONE: 208-322-5550

NAME OF ORGANIZATION:

Reel Foods Fish Market
611 S Capitol Blvd, Boise, ID 83702

NAME: chef and owner Marcus Bonilla

PHONE: 208-342-2727

MARKETING, PUBLICITY, AND COMMUNICATIONS:

Communications and publicity was in two forms. The January Mogul listed the event. E-blasts were sent weekly providing quick details linking to the club website for further registration details and strip maps.

PHOTOS:

At least 50 action shot photographs of the event, in the form of jpeg's, under 400kb, was provided to the club communications director for consideration for inclusion into the *Mogul* and Club web site. Mark Barnard also took photographs and will provide the communications director his products in the format she requests.

FINANCIAL RECAP:

The January 2017 BBSC board meeting approved a budget of \$600 for the venue and \$400 for the band. Initial estimate projected a shortage of between \$200-\$300 but that was exceeded as shown below.

Costs:

Paper products (Sturdy paper plates / napkins and Sturdy Plastic eating utensils):	\$48
Dinner Food catered with gratuity:	\$2679.80
Wine:	\$330
Beer bottles and cans:	\$36 (Keg of stout beer donated)
Soft drinks (Chilled Juice containers used to dispense tap water)	\$00 no cost for soft drinks
Desert:	\$25 One rum cake was donated
Pre-dinner snacks (chips, peanuts, dip) & misc. expendables (aluminum pans, ice, cups, tablecloths):	\$89
Decorations:	\$62
Cost of Raffle Baskets	\$197 (\$346 income from ticket sales which is included below)

\$40 paid to Alicia Culbertson for preparation of raffle baskets

Cost of venue:	\$600
Cost of Band:	<u>\$400</u>
	\$4506.80
Income:	
Net Income from attendee fees, raffles, drinks:	\$3957.67
Subsidy required from BBSC	< \$549.13 >

MATERIALS USED FROM BBSC:

Table skirts with BBSC Logo 1- 6 foot and 1 – 8 foot
Large and small Blade Banners used at the entrance door and side of building to guide attendees.
Name tags, pens and markers (from storage).
Beer tub with CO2 canister for donated keg of beer.
A loaned DVD player used to display a slideshow of former events.
Two club coolers used for small beers and sodas.
Two chilled Juice containers used to dispense chilled tap water.
Coffee pot and disposable cups, creamer and sweeteners.
Box of Crab crackers and tongs and serving spoons to serve food.

LODGING: N/A

TRANSPORTATION: N/A

EVENT RECAP & LESSONS LEARNED:

Attendees gave positive comments on food and entertainment. Check-in was very smooth with the attendees listed alphabetically on the check-in sheets. Name tag table near the check-in worked well. Band was superb. Finalized Excel recap of attendees by name (produced by Rosie Rosco) will be on file for next year's Crab Crack.

The Boise City Police Association Clubhouse provided an excellent venue with enough room to serve drink and food, provided and ample space for dancing and the band and could easily seat 120 attendees. The Clubhouse provided: Tables and chairs for this event with BBSC volunteers setting them up and taking them down; provided trash bags which volunteers disposed of in the Clubhouse dumpsters; and a projector for BBSC to display it's slideshow though-out the event. The clubhouse has a coat room and kitchen area with sink and refrigerator.

Reel Foods prepared and served dungeness crab, pork loin, chicken, corn, coleslaw, and bread sticks. (Donated items- bread sticks, pork loin, chicken)

Negative comments: there was no salt and pepper; a few members commented that event volunteers began cleaning-up about 30 minutes too early. Virtually everyone like the sauces and buttered-lemon corn. However, a few thought the corn was soggy.

Several main course meats were available and attendees made a choice of entrees when they registered. When they checked in, a different colored ticket was issued to match different entrees. However, the serving line was not briefed to check tickets, therefore attendees were just asked what they wanted to eat. Luckily there was plenty of food and no one missed out on what they ordered. A few servings of Pork and Chicken were available for any member to take home after the event. No entrée was wasted. Too many rolls were available and dozens were left over which were donated to a local goat farm.

Valentines decorations were nice and appropriate. Should have offered members to take home the table decorations when they left.

Two sheet cakes, white and chocolate, with 80% chocolate eaten and 25% white eaten. Will freeze remaining cake for future event.

All crab was consumed. What little of the remaining food was offered and taken by party goers.

Estimate 20% of the keg of stout beer was consumed. Rest of beer keg is up for consumption with other events. (Being stored in a walk-in cooler). Keg was donated. All the red and white wine was consumed.

VOLUNTEERS ASSISTED:

Fred Uranga, JoJo Brubaker, Kim Hovren, Mark Barnard, Don Pribble, Rosie Rosco, Margie and Stan Ridgeway, Kas Henry, Liz McWorter, Alicia Culbertson and Barb Bryant.

ATTENDEE RECAP: Initially 140 attendees were expected to attend. Members paid \$40, non-members \$45.

Actual attendance

BBSC Members:	63
Non-members:	19
Comp'd (Band):	4
Total:	86 meals

HOW MANY MEMBERSHIPS WERE TAKEN:

None