



**Description:** A Salon event encourages exploration of a particular culinary topic in a member's home. Whether it is a fireside chat, a presentation, a showing of a movie or documentary, or presenting a travelogue complete with food from the region, a discussion follows over appetizers and drinks. There is usually no cost to attend these events.

The host is given a \$75 budget. Members like to bring appetizers so a sign up sheet is created to help the host coordinate. Based on space, guests of members may be invited.

Some previous Salon Series events included a presentation by an Olive Oil distributor, a documentary on food waste, an Azores travelogue with a Portuguese meal, a discussion of the Paleo diet, and the origins of champagne.

### **Event Set-Up**

1. Find a host- preferably someone with room for 10-20 people.
2. The program committee will determine the theme unless the host has an evening already planned.
3. Either the host or a CGNE program member will coordinate the event: Doing a brief write-up, completing the Event Form and sending to the Communication Chair to include in the newsletter at least 3-4 weeks before the event.
4. The Communications Chair will link the newsletter email to a registration link.
5. The host or the CGNE program member will provide the appetizer sign up sheet, track RSVP's and send an email to registrants 1-2 weeks in advance with details.

### **Role of Host at Event**

1. Open your home to our members.
2. Provide wine, beverages and appetizers. A \$75 budget is available for this and attendees will also bring appetizers. The host will check the appetizer sign-up sheet before shopping
3. Identify the presenters needs or AV equipment needed
4. Determine the timing of the appetizers/drinks
5. The type of event will determine the type and timing of the discussion. You can prepare discussion questions or let a CGNE member help. For instance:
  - Travelogue with food: help coordinate materials/food with the speaker.
  - Movie or documentary: have some prepared questions and we can pause the film for periodic discussions
  - Live presentation: help coordinate materials and possible questions from the members
6. You can designate a person to start the conversation or pose a question
7. A CGNE program member will collect pictures and do an event write-up for our newsletter, our website and for Facebook.