

SCC/MLA 2009 Local Arrangements Committee Meeting August 22, 2008

The meeting of the Local Arrangements Committee was held at the OSU-Tulsa campus in Room 2102 in Main Hall. Those in attendance were Beth Freeman, Stewart Brower, Peggy Cook, James Donovan, Danna Giovi, Melissa Kash-Holley, Junie Janzen, Jamey Lamb, Linda London, Dohn Martin, Dave Money, Scott Murray and Lynn Yeager.

Beth opened the meeting.

Melissa presented the details about the booth for the 2008 SCC/MLA meeting to be held in Dallas in October. She has registered for a booth with SCC/MLA. The booth will be manned by volunteers from the Local Arrangements Committee from 8:00 a.m. to 3:30 p.m. on Monday, October 13. Melissa has the schedule. A cowboy motif will decorate the booth including a cowboy hat filled with candy. The luggage tags will be given away at the booth along with information about Tulsa and a flyer promoting next year's conference.

HELEO will cover the cost of \$310.00 for the luggage tags.

Junie thanked everyone for sending the projected budgets to her. The numbers came in about what she thought they would be. She did ask everyone to make sure they are not duplicating costs that may be projected in another committee's budget. Junie also will prepare a reimbursement form that must be filled out for out-of-pocket expenses. She wants to be sure there is an accurate paper trail for all expenses.

Stewart reported there is concern the Dallas conference will lose money. He wants to be sure that everyone is aware of all expenses that will be incurred.

In Toni's absence, Lynn reported that the on-line vote to choose the logo ended in a tie. Stewart had not voted on-line, so he cast his vote for the art deco logo. It was agreed that the art deco logo will be the design for the 2009 conference. Beth will find out if the logo has to be approved by SCC/MLA.

Beth reported that the general consensus was that Senator Tom Coburn should not be invited to be a speaker at the 2009 conference. She will send an email to the Senator's office explaining that she did not have approval to extend an invitation to the Senator to speak. She will work with the Program Committee on the selection of speakers for the conference.

Linda has looked at the events that will need to be decorated. Table centerpieces may be able to be provided by the caterers.

James has several ideas for special events. He will check with LaFortune Golf Course about the possibility of a group rate and may arrange tee times on Sunday. For the Sunday evening welcome reception, he would like to have recorded music that features Oklahoma artists. The music for this event is background music that will not interfere with conversations. Monday is traditionally the "Dine Around." James would like to organize some specific areas in Tulsa that attendees could sign up to visit. Possibilities include Brookside, an art deco tour downtown, Riverwalk Crossing and others. There will be more discussion on this later. Tuesday night will be dinner and dancing at Philbrook Museum. There will be music such as a pianist as attendees arrive at the Philbrook Museum. James has listened to several local bands in the area and has recommended Travis Kidd. All committee members should listen to Travis Kidd online or attend one of his performances before the next meeting and be ready to vote on Travis Kidd. Booking Travis Kidd this far in advance will cost \$1,000.00 which is a discounted cost.

Stewart reported that GOAL will donate \$1,500.00 in sponsorships. Approximately \$900.00 will be used to purchase the Frankoma coasters that will be given to each conference attendee. The remainder will be applied to continuing education. Beth will send a letter to GOAL to thank the organization for its donation. Stewart and Dohn will approach possible sponsors at the meeting in Dallas.

Linda shared that she has spoken with the program committee for this year's conference and the estimate for printing the program is \$1,000.00. There will also be expense of approximately \$800.00-\$1,200.00 for the packet and tote bags.

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The design for the Frankoma coasters to be given away at next year's conference will be presented online for a vote by the committee.

The invitational video will be ready by the next meeting. The committee will practice the invitation to Tulsa that will be given at the Dallas conference at the meeting in September.

The webmaster for the 2009 conference is Melissa. She plans to have the website ready to launch by January 2009.

Beth announced that all members of the Local Arrangements Committee should plan to attend the Joint LAC/Program Meeting 2008 and 2009 in Dallas on Wednesday, October 15, 2008 from 8:00 to 10:30 a.m.

The next meeting will be held Friday, September 19, 2008 at 2:00 p.m. at the OU-Tulsa Medical Library.

The meeting adjourned at 4:15 p.m.