

SCC/MLA 2009 Annual Meeting

Local Arrangements Committee Meeting Minutes

June 19, 2009

The meeting of the Local Arrangements Committee was held at the OSU-Tulsa campus in the library conference room at 2:00 p.m. Those in attendance were Beth Freeman, Stewart Brower, James Donovan, Danna Giovi, Toni Hoberecht, Junie Janzen, Melissa Kash-Holley, Linda London, Dohn Martin, Dave Money, and Scott Murray.

Beth opened the meeting by asking Junie to give the Treasurer's Report. The current balance in the checking account is \$9,595.55. Junie reminded committee members if they have incurred any expense related to the meeting to fill out the reimbursement form and get it to her. She will then cut a check for reimbursement.

Lynn Yeager was unable to attend the meeting. Registration should be open through the website around July 15, 2009.

James gave the Events Subcommittee report. Music will be provided by "*The Round-up Boys*" at the Welcome Reception on Sunday evening. There will be two showings of the documentary "*Tulsa Deco*" in the Tulsa Learning Theater on Sunday evening as well. The subcommittee is also exploring having a speaker talk about art deco in between the two showings.

Two buses have been reserved for the Philbrook event on Tuesday. "B.O.B." – the Big Orange Bus - will be sponsored by the OSU-CHS Medical Library. The approximate cost for two buses is \$800 for the evening. There will be a piano player from 6:00 to 7:00 p.m. as guests arrive at the Philbrook and tour the galleries and grounds. The gift shop will be open as well as the special exhibit at the Philbrook until 8:00 p.m. Dinner will be served at 7:00 p.m. There will be a D.J. playing soft music during dinner and then dance music from 8:00 to 9:30 p.m. The cost for the D.J. will be \$300-\$600.

James also reported that Junie and Stewart have agreed to host a Tour/Dine Around on Monday evening as well as a couple of SCC/MLA members from Oklahoma City. James would like committee members to email him if they are willing to host a group on Monday evening.

Toni and Junie met with Susan Flatt at the Doubletree Hotel. There is a new chef at the hotel and there will be new menus in the fall. Susan recommended Toni meet back with her in September. Melissa wanted to make sure that she also has the menu selections so that she may choose the menu for the HLIS luncheon. Beth will also need to make menu selections for the SCAMeL meetings. All of this will be done in September.

Dohn reported that he has soft commitments from 15-20 exhibitors.

Marty Thompson's library in Oklahoma City is donating the fee for renting the poster display boards and will transport those to Tulsa from Oklahoma City.

Stewart's library may sponsor the internet café by bringing laptops. There was some discussion about where the internet café will be located. That will be decided later. Stewart is also working on a sponsor that may provide wine at the Philbrook event.

Melissa is using Twitter to send out updates about the Annual Meeting. So far, 8 members are following the event on Twitter. It is also an event on Facebook.

Scott contacted last year's Printing and Signage committee to get an idea of what the duties of that subcommittee are. The subcommittee is responsible for printing the program. Linda and Melissa had planned on printing the program themselves. Scott will check on prices with Kinko's as well as Meeks Lithographers. Meeks Lithographers works well with non-profit organizations.

Jamey was unable to attend the meeting. The form requesting AV/Computing needs for speakers and instructors needs to be on the website by the end of June.

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Beth reported that the speakers for the General Sessions 2 and 3 are in place. The second session will feature Dr. Yeaman from Norman speaking on electronic medical records and Dr. Petit from OSU speaking on rural health. The third session will be a presentation on the national status of emergency preparedness from the NN/LM. The first session speaker has not been secured yet.

The schedule of the meeting was emailed to all committee members and to SCC/MLA President, Nancy Burford, as an Excel spreadsheet. The schedule is ready for Melissa to post on the website. She will change/update as is required.

Danna prepared a planning calendar for all committee members for the months remaining until the conference. There were some changes made. The updated calendar is attached with the minutes.

Mary Ryan, MLA President, emailed Beth with a contest idea for the Annual Meeting. This contest was done at the MLA Conference and was quite successful. The contest involves attendees wearing pedometers that have been donated by EBSCO. Mary has 195 pedometers left. Attendees that want to participate in the contest will wear a pedometer for the days each attends the meeting. At the end of the meeting, the attendee that has walked the most steps will receive a prize. Mary will donate a \$50 Amazon.com gift card as the prize.

There was some discussion about the luggage tags that were given to attendees at the 2008 Annual Meeting in Dallas to promote the Tulsa meeting. Attendees were encouraged to bring their luggage tags to Tulsa to be entered into a drawing for a prize. The luggage tags are numbered. Some questions have arisen that each person that brings a luggage tag to Tulsa receives a prize. Melissa will clarify this on the website and on Twitter. Beth will donate a Frankhoma pottery coaster set as the prize for the luggage tag drawing.

The next meeting will be held on Friday, July 24, 2009 at 2:00 p.m. in the Tulsa Room on the OSU-Tulsa campus.

The meeting adjourned at 3:30 p.m.