

**WALE 2013 Planning Committee
On-line Meeting
September 16, 2013**

Present: Cindy Wigen, Peggy Bryan, Joe Olayvar, Geri Ventura, Danielle Marcy, Lynn King, Jennifer O'Brien.

Joe Olayvar, 2013 Conference Co-Chair, called the meeting to order at 8:40.

Joe welcomed Jennifer O'Brien to the committee, who is stepping into Bobbie DeMiero. A BIG thank you to Bobbie for all of your contributions and efforts through the years!

Joe announced that he should be receiving the updated registration status shortly and hopes to relay that information during the meeting.

The Early Bird pricing has been extended until 11:59 pm on Monday September 30. Registration ends on Friday, October 18. The Pre-conference attendance will be assessed on Tuesday, October 1.

The scholarship award winners are Beth Berman, Mount Vernon Library and Amy Rosenberg, Columbia County Rural Library District.

Progress Reports

Facilities

Danielle reported that she is securing projectors for all seven rooms. There was a discussion on the benefits of presenters providing their own laptops. This would solve any issues presenters might have with software compatibility. Susan Madden will have her jewelry booth, supporting WLA as in the past.

Local Arrangements

They are on a holding pattern in local support of the Poker Walk. However, they should be in contact soon. They are brainstorming ideas possible ice breakers for the reception.

Prizes and Packets

Each committee member should bring two bottles of wine for the wine tower raffle. In addition, each member should also provide a basket for the raffle. A discussion followed on the pricing of raffle tickets. The committee voted to sell raffle tickets for \$1.00 each for the baskets and \$5.00 (or 6 for \$25) for the wine tower raffle. Conference attendees will receive a folder with pertinent information on the conference. The folders are replacing bags that were received in the past years. There was a discussion on contacting the Lake Chelan Visitor Center for local maps.

Volunteer Coordinators

Jennifer will work with WLA to put out a call for volunteers from attendees.

Printing and Supplies

Lisa is printing the Meal Tickets and the "At a Glance Sheet" insert for attendee folder. Attendees will be asked to return name tags, in an effort to recycle. A raffle ticket will be given to those who turn in name tags.

Geri discussed the documentation for speakers. A discussion followed on scheduling a meeting to recruit newbies to conference committee. Lynne suggested we give a raffle ticket to those who attend the meeting.

Joe asked for a volunteer to create a slide show at the dessert reception. Tables will be reserved for speakers, officers, etc. as needed during the conference during meals and events. Joe asked for input on the location of future conferences.

With no further business, the meeting was adjourned at 9:45 a.m.

Respectfully submitted,

Peggy Bryan,
WALE IG Secretary