

WALE Meeting—April 17, 2014

Attending: Beth Bermani, Camile Wilson, Carol Ellison, Di Zhang, Gina Rice, Kristina Payne, Lisa Vos, Warren Chin

Kristina's slides are available on Google Drive. Session was also recorded.

Meeting called to order at 8:32 am by WALE Conference Co-Chair Kristina Payne.

March minutes were reviewed by WALE Secretary Carol Ellison.

Motion to approve minutes made by Lisa Vos, seconded by Beth Bermani.

March minutes were unanimously approved.

Kristina announced that our logo has been approved.

Speakers and Programs Report: Camile

Jenann Oaks Band

The contract has been sent. They will be performing at the Monday, October 27th dessert reception.

Contracts have been sent to keynotes Rebecca Miller, Kim Wyman, and the Unshelved guys Gene & Bill. Gene & Bill will definitely be the Wednesday, October 29th breakfast keynote speakers.

Rebecca and Kim could go in either Tuesday, October 28th lunch or dinner. Camile has an email out to Kim asking if she has a preference. This could be the deciding factor, as no committee member had a strong preference.

In regards to conference session proposals, the call for proposals will go out to the WLA email listserv after the contracts have come back from all our keynotes, most likely sometime in May.

Camile mentioned that Gene & Bill could do a conference session in addition to their keynote program. Kristina says we would need to figure out what additional costs there could be and whether or not we have it in the budget.

Camile has an email out to them regarding the costs and is waiting to hear back.

There's concern that an Unshelved session could provide too heavy a competition against the other sessions in that timeslot.

Volunteer Coordinator Report: Delain & Luciane (were not able to be at the meeting)

We can all begin recruiting volunteers by talking to coworkers now. If you come up with an interested party, please give their contact information to Delain and Luciane.

Printing and Supplies Report: Carol

Carol will complete the flier for WLA by Monday. Lisa will send Rebecca's bio to Carol. Carol will create a bio for Kim. Instead of providing bios for Gene & Bill she will provide a description for their program to generate interest.

Facilities Report: Gina

Questions about meals were addressed:

Dessert reception will be the cake and pie dessert buffet. We've done it before and it's really quite nice.

First breakfast will be the lakeside breakfast, which is the standard plated conference breakfast. This will be an easy option for people since we'll be holding the WALE business meeting.

Lunch will be all vegetarian garden wraps to keep things simple.

Dinner will be Campbell's country chicken dinner, which is chicken in sauce. The vegetarian option will be vegetable risotto, which we had last year.

The final buffet will be the lifestyle continental breakfast buffet. Gina will check with Campbell's regarding replacing ½ of the bagels with muffins.

Prizes and Packets Report: Warren

\$5 gift certificate from local business Culinary Apple will go into the registration packets. This should be a great incentive for folks to get an extra card (for purchasing something) during the poker walk.

If you can, please talk to your Friends of the Library groups and unions for potential donations for the raffle prizes. This is optional, but greatly appreciated.

We have donation request letters and thank you letters, as well as donation certificates, with the logo. Definitely feel free to personalize these forms. We are all authorized to sign the certificates.

Let Warren know about any contacts you've made, especially if a donation has been secured. That way he can keep his list updated.

Gina asked if someone had applied for a raffle permit from the state revenue department yet. It's \$10 and easy to apply; it just has to happen through the WLA office. It needs to be done ahead of time and not at the last minute.

Kristina will double check with Joe. This might fall under Warren's duties.

Local Arrangements Report: Di

Gloria from Chelan PL researched daycare options for conference attendees' children. Unfortunately there aren't any local childcare providers that will take children for just a day or two.

Kristina says we can still share the information with attendees. Last year's attendees who asked for this information will know that we did address the issue.

Di says there are 10 businesses participating in the poker walk—that should be plenty.

Lisa says we have a line on used cards from the casino (verbal agreement, but none in our possession yet).

A few notes on conference advertising:

Carol is finishing the fliers to be printed and included with WLA conference information at the end of this month.

Joe is handling Facebook.

Calls for session proposals will go out to WLA listserv (contact is Dana) after our keynote contracts have been returned. This will probably be sometime in May.

Miscellaneous questions/issues:

Camile asked when registration will begin. We have to have everything finalized with the keynotes and Campbell's, as well as sessions selected. Usually this happens in July.

Beth will ensure the summer newsletter goes out in July, announcing registration.

Kristina asked if everyone had successfully accessed the shared documents in Google Drive. Everyone had. Reminder to be constantly updating your spreadsheet with the progress you're making.

If you can't access something please let Kristina know.

Next meeting scheduled for Thursday, May 22 at 8:30 am.

With no other business, Lisa motioned to adjourn the meeting, seconded by Camile.

Meeting adjourned at 9:18 am.

Respectfully submitted,
Carol Ellison, WALE Secretary