

22 June 2011

Special Meeting: D20 Fall 2011 Conference Planning Meeting

Recap Report

Attendees:

Tim Levo, Jim & Cindy Geske, Ron & Nancy Herbig, Don Kerr, Chip Byrne, Dick & Jill Kaman, Skip & Kim Ambrose

Here are the results of our discussion to organize the activities for the conference:

Public Relations Committee

✓ Ron Herbig and Jill Kaman

- Ron Herbig presentation has been waiting for information on what are activities.
- Raffle Tickets /Print – Complete
- Trident – Complete
- Conference Program/Registration Handouts - waiting
- Chip will bring a motion at next bridge meeting for shirts for committee members, to be purchased through the COL squadron.
- Jill sent suggestions for giveaway – water bottles \$5.00 each.
- Jill Kaman – giveaways – 160 people showed variety of cups/glasses - Mugs approx \$450
- Decided to go with Metal Stainless Water Bottles, light blue w/white lettering, ordering 100.

Finance Committee

✓ Conference Treasurer and Co-Treasurer: Fred Bies and Nancy Byrne

- Conference Budget – Complete
- Conference bank account set-up – Complete
- D20 Allotment – Deposited
- Raffle Ticket Sales approximately \$700.00 sold

Registration/Reservations Committee

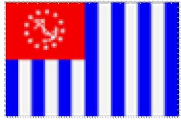
✓ Bill and Sue Bellinger

- Ready and waiting on people to start submitting reservations.

Decorations Committee

✓ Judy Kerr and Nancy Herbig - D20 Centerpieces (Lunch/Dinner)

- Kim has a suggestion for a centerpiece and will forward an email to Judy
- COL Hospitality Suite Theme = Portugal, Prince Henry the navigator. Colors, Red & Green. Decorating committee Justina Deary, Marilyn Bies, Nora Bowgren.



Chain-O-Lakes Sail & Power Squadron

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Entertainment Committee

- ✓ Dick Kaman, Tim Levo, Chip Byrne, Chad Braker
 - Jim suggested a dry run in August/September at the hotel.
 - Need questions for activity, questions should be based on explorers and give them to appropriate hospitality suite.
 - People pick their own teams.
 - Chip will put together a synopsis on how to make the game work – timed event.
 - Teams of 2 (couples).
 - \$100 Grand Prize and additional prizes for mariners per Chip.
- ✓ Guest Speakers - Dick Kaman
 - Guest Speakers will be around \$400 - \$500 each.
 - Speaker – Steve Saily writes outdoor articles for NW Herald and has own radio program. Fishes COL, proposed for changing guidelines for charter captains, navigates the lakes.
 - Charges \$275 for 1-1/2 hours.
 - Also talked to Coast Guard (Wilmette Station), Dick's feeling there is no charge for Coast Guard.
 - Jim suggested NW Herald guy and Coast Guard for Saturday morning.
 - Chip also suggested that a small gift be given to each.
 - Ron said we also purchase lunch for speakers.

Fundraising Committee

- ✓ Chip Byrne, Don Kerr, Nancy Herbig
 - Raffles / Fundraisers – Don Kerr/Chip Byrne
 - ❖ Raffle Tickets – Ron has – consensus is people purchasing want to wait until closer to the conference.
 - ❖ Don Kerr said no raffle permit is needed under \$500.
 - ❖ Chip Byrne has received the approval for the TV / ABT is giving a \$100 Gift Certificate (worse case scenario Raffle money plus the Gift Certificate buys the TV.
 - ❖ Chip Byrne added hotel contract up = \$850 looks like under \$1500 the District Allowance.
 - Baskets – Nancy Herbig
 - ❖ We have 16 baskets to date. Would like to see other in the squadron contribute. We are short only 4 baskets.

Host and Hostess Committee

- ✓ All participating COL members
 - Friday Night & Saturday Registration
 - Kim Ambrose has volunteered to work with the Hotel on meeting rooms and table setups.
 - Cindy Geske / Skip Ambrose have volunteered to man the table if no other Chain-O-Lakes Squadron member can do so.
 - Nancy Herbig volunteered to sit in the Friendship Room on Saturday morning to greet members

We plan to supply all volunteers with a conference shirt for their participation. If there is a committee that you would like to work on, come on down! The more the merrier, our goal: Make this the most memorable conference thus far!

Cindy Geske