**Meeting Agenda – September 6, 2023**

Next Meeting: Sept 21st, 2:00

Clayton Conference 2023

Theme: Building a 1000 Island Puzzle: Putting Multiple Pieces into Place

In attendance: Meeting cancelled - Agenda sent to committee members

Vendor Update: We currently have 14. 1 more has verbally committed to coming. 1 Gold Sponsor, 5 Silver, and 8 Bronze.

Registration Update: We currently have 27.

Proposal Update: We currently have 5.

Room Block Update: As of 8/29, we have 27 rooms booked. I worked with our event coordinator to ensure the vendor registrants booked their rooms within our block. Most of them have not booked their room yet.

For Discussion:

                        Dr. Nanavati – contract - Amy is working on getting the forms and information we need.

                        Comped Registration for the MLA Update Speaker (MLA Treasurer Tony Nguyen) – speak with Ginger

                        An area attractions link has been added to the webpage.

Subcommittee Assignments:

Call for Proposals: Kim, Darcy

Program: Denise – doing program

Communications: Jaime

Exhibit Chair: Jennifer

Raffle: Mary Jo -

1.   Tickets will be available in sets of 5,15,25,30

a.       Torn off the roll and ready

b.       Several people with tickets to hand out –

c.   5 for $5 / 15 for $10 / 25 for $20 / 30 for $25 – maybe skip the 30

d.       Sold Thursday anytime and Friday through breakfast.

2.   Winning Ticket drawing – Do they need to be present to win?

a.       Tickets need their name on the back.

b.       Winners announced and posted on screen.

c.       Winners retrieve baskets/gifts at the end.

Local Arrangements: Kim

Registration: Kim, Abby, and Rebecca (5:00-6:00 on Wednesday and 7:30 -9:00 on Thursday) –

Speaker Liaisons: Amy – Dr. Nanavati, Abby- Dr. Sisskind, Sarah (CE)- Miranda Stefano

Things to discuss with Lynn from the Harbor Hotel – table for jigsaw puzzle, table for raffles (secured in the ballroom)