

MAKING A CASE FOR LIBRARIES

2004 NDLA Conference

International Inn, Minot

September 22-24, 2004

Please complete this form and submit to: Marlene Anderson, NDLA President-elect and Conference Chair (Bismarck State College Library, PO Box 5587, Bismarck, ND 58506-5587; 701-224-5578; Marlene.Anderson@bsc.nodak.edu) by **Monday, May 3, 2004**.

Business Meeting Request

Section/Roundtable:

Chair:

Mailing address:

Phone and Fax:

Email address:

Recommended Length of Meeting:

- 1 hour
- 1-1/2 hours
- Other (specify)

Preferred meeting time (we will *attempt* to accommodate preferences)

- Thursday morning (September 23)
- Thursday afternoon (September 23)
- Friday morning (September 24)
- Friday afternoon (September 24)

Seating arrangement:

- Classroom style
- Theater style
- Other (specify)

Estimated attendance:

Equipment needs: (check all that apply)

- LCD projector
- Overhead projector
- Screen
- Easel/pens
- Microphone
- Internet connection
- Full lectern
- Tabletop lectern
- Other (specify)

Additional comments and information: