

**NDLA Convention Chair Report to Executive Board
March 9, 2007, Valley City, ND
Donna James, President-Elect
Report #2**

**Planning for 2007 NDLA 2007 Conference
September 26-28 @ Jamestown, ND**

To date:

- Met with Jamestown Civic Center manager to review and discuss details
- Four Jamestown hotels have been contacted and rooms blocked
- Met with local arrangements committee; will meet again in March
- Contacted potential speakers & presenters (see below)
- Sent preliminary information to the "Good Stuff" for publication in the January issue
- Worked with Theresa to set up online presenter proposal forms

Preliminary Budget Proposal

Potential Presenters/Speakers/Entertainment

Wednesday Pre-Conference:

Corporate Adventures, Valley City Teamwork & Trust in the Workplace	\$1100 includes travel expenses
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Gale Virtual Reference Library	no cost, corporate-sponsored
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Annie Kirschenmann Time & Stress Management http://www.akacoachandcompany.com/events.html	\$1000 includes travel expenses
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Lauren Burnett, Center for Inner Quality Learning and Development Consulting, Facilitation and Coaching www.rechargeyourspirit.com	\$2500 plus expenses from Ohio
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Local committee is setting up a "menu" of local dining suggestions	no cost
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Wednesday Opening Reception

Spiritwood Creek Band	Estimated @ \$250
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Thursday Luncheon & one break-out session (from 1:45 to 3:00)

Ann Dolence "Humor That Stress"	\$600 plus expenses from Fargo
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Thursday Banquet Keynote

Terry Fleck "The Attitude Doctor"	\$1250 plus .47/mile (from Bismarck)
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Friday Luncheon

Unshelved authors, Bill Barnes & Gene Ambaum	\$2800 plus expenses (still in negotiation)
Cheaper Than Therapy	\$300 includes expenses

Other Expenses--Estimates

Centerpieces	\$125
Auctioneer Services	Donated
Meal cost estimate	\$50-60/attendee
Internet Access for conference	\$100
Set up per exhibitor booth	\$5
Rental of AV equipment	??
Janitorial services	???

Pending Arrangements, Suggestions & Considerations

Wet Bar (Thursday evening)

Knights of Columbus???

Suggestions from Paulette Nelson:

Nancy Pearl as keynote

Mary Bushing as presenter (will be in Minot—can split travel costs)

“Also, if you want to have an intellectual freedom component to the conference we could perhaps have a program on youth access. Carrie Gardner from ALA may be available to the program. Usually the honorarium is what the organization can afford in addition to air and lodging.”

- Speaker/presenter contracts? How is this done? Do we write the contract—who signs? Etc.
- Other presenters who answer the call for proposals—what are the terms? Do we pay them anything? If they are NDLA members do they receive “free” registration to the conference? And should this information be available online?

AUCTION ANNOUNCEMENT—DRAFT—IDEAS

Keeping You In Stitches!

As the theme for the 2007 NDLA Conference is humor, we have decided to have some fun with the annual NDLA auction. The auction this year is subtitled “Keeping You in Stitches!” and we invite you to participate in the fun.

You can:

- 1) Donate an item or basket to the auction related to laughter and/or sewing-crafting-needlework or
- 2) Get a team together to compete in the “Humorous Skit” competition! The rules are simple. Prepare a 5-minute original skit—there’s got to be something funny about our work—find some friends or co-workers to perform it with you, practice up a bit—and be prepared to make us laugh at the auction on Thursday night! Judges will be selected at random from attendees who enjoy a good laugh. Winners will receive something fun to honor their talents.
- 3) **Sell raffle tickets to all *your* Friends of the Library, co-workers and supporters! This year’s raffle items include a queen hand-stitched quilt and ???? valued at \$???. Raffle tickets will be available in July and are for sale throughout the conference. The prize drawing is on Friday, September 28 at the Luncheon. You do not have to be present to win.**

Please contact Donna James at donna.james@vcsu.edu (phone 701-845-7275) if you plan to compete in the skit competition. The competition will be limited to five teams, so sign up early.

CONFERENCE PROGRAM HOSTS NEEDED---DRAFT ANNOUNCEMENT

Program hosts are needed at the conference for the programs that were proposed by NDLA. The program host is responsible for introducing the presenters, seeing that evaluation forms are passed out, counting and reporting the attendance, and giving the presenter or presenters their certificate.

If you are planning to attend the conference, please consider volunteering to be the host for at least one program. Do not try to host a program for which you are the presenter. Please contact Donna James if you would like to volunteer as a program host....and thanks!