

Board Meeting - special purpose Seminar – (phone conference) – February 14, 2017

- Al Avitabile - Coordinator
- Design Programs --- Aaron is making up the program Aaron. Anne is picking them up. Aaron picking up the presenters.
- Transportation of speakers - Aaron for Peter Borst & will also host Peter (Al and Bill Hesbach will take care of their transportation and stay in a hotel)
- Friday night dinner – New this year – order off menu with separate checks. Speakers & hosts meal covered by SABA. Kirt will attend & pay bill.
- Name Tags ---- John Maher – give information 5 days before – include lunch “L” in “J”
 - Must be picked up & brought to Seminar - Anne Frey will bring
 - Kirt send spread sheet to John Maher. Will email him to be sure no concerns.
 - Issues from Beeline registration form - not paid - which requires extra work and lunch choices not included in earliest version – Kirt will call or give Vicki to do.
- Handle check-ins / name tags - Mike Coppola – Al A contacting Mike
- Registrations - Current 65 (payable) signed up 73 total. Anne says will stop about 1 week before: expect 20 more for walk-ins.
 - Kirt will need to be at table for more registrations. Needs WIFI password.
- Drinks & food – Trisha Driscoll – has done it the past 3 years will know what to order.
- Munchkins in am – 800 approximately – Kirt will order & pick-up
- Raffle Items (40-45) – All set, unless folks freely bring in on Sat. am – Joan S. donated many when the store closed, these being used still.
 - Need bags & tags for these items – Anne F. will prepare
 - Volunteers (5) (Jack Grimshaw, Sam Burke, Beth- Ann, Paul Lunberg, Bill Mills, Stephen Wilson) have sold tickets previously. Al A will contact them
- Business displays & catalogs – Mann Lake & Betterbee coming – Bushy Mountain not this year.
- Bring (3) coolers half filled with ice – Vicki will contact (Erica Burke, Vicki Wills, Beth Ann & David did last year.)
- Refreshment table – Keep clean & stocked (Susan Roberts did last year. Gregory S will help Susan.
- SABA T-shirts sale – Susan Roberts & Vicki W did last year. (Both waiting to hear back about what amount – discount - before paying registration.)
- Music during lunch – Patrick Peters -- Vicki W will contact him. Youth award winner gets in free anyways & offer him lunch.
- Lunch patrol – make sure folks have “L” on name tag before go through line. David Wood (away) & Vince Mattson did last year. Al Avitabile will ask Steve Wilson to help.
- Seminar
 - Welcome – Tony Antonucci will introduce (Chris is away)
 - Al Avitabile will introduce speakers

- Beeline needs updated information
- Discounts - vary from \$5 – half-off. Anne Frey will give Kirt information to decide.
- Photos - Erica Burke – not discussed
- Raffle tickets draw - Victoria Boulay - not discussed

Vicki Wills, Secretary