

Meeting minutes from Annual Conference planning committee mtg in Des Moines, Ia on July 10, 2010

Intros, chalice lighting (reminder of mission of group)

Present: Rev Phil Lund, Robin Taylor, Sherry Warren, Laura Shennum, Bree Shennum, Sara Karbeling, Xenda Lindel, Sarah Greene, Stan Nichol, Gina Dugan, Sally Boeckholt , Sam Wormley

Review of speakers for 2011 conference and announcement of White Bear as host in 2012 and mention of theme.

Phil Lund spoke about moving toward multigen programming across PSD. What does this look like? What tensions does this bring to us?

Camp StarTrail and Ann Conf were 2 of the main areas to focus on and we are doing it!

Well done in Duluth and Davenport last 2 years. Family friendly. Evaluations were positive.

Everything does not need to be multigen, but some things need to intentionally address everyone's needs.

Gina – 1 of the survey ?'s was for people who did not bring children and they were positive about having children and youth involved.

Sherry Warren spoke about youth and children being involved and finding the right balance.

Sara Karbeling emphasized that the youth need to have input and that they drive the youth programming. Youth programming needs structure but it needs to be provided by the youth, not designed by the adults and handed over to them to carry out.

Robin mentioned that Mark Hicks was not as multigen as he could have been with all those stats and charts. Some of the activities were really out of their interest. It was an experience.

We have to be intentional about getting the YaYA involved with the local youth advisors says Sally, and not let it happen by accident. Phil mentioned regionaliazation.

Sherry Warren talked about working with Sara K and having the youth stay at the local church but with appropriate integration into the conference.

Sara K talked about the last conference in DM in ~98, Sara K was a senior and it was a good balance of youth time and mixed with other generations time.

Laura arrived so we introduced ourselves again. She brought Bree too ☺

Sherry continued on how the youth Saturday might look and we decided that workshop slot C would be best for the youth oriented workshops.

Sally, Sara K, and Sherry will work together on determining what works best regarding meals and expense and schedules.

Sally: Give the adults the opportunity to join the social action project and/or eat with the youth at the church. Sara K mentioned including YA's in the social action as well.

Sherry talked about UUA grants that could provide the funding for transportation and materials etc. She and Sara will work on them and get 'er done.

Sarah Greene speaks on tools that she is making available.

Local arrangements task list/time line – we looked at it and discussed
Annual conference website checklist: difference pieces are done by different people, i.e., local arrangements, awards committee, etc.

Send information for website as a text (body of e-mail, document, etc.)

Need to get youth information up on the website, too. Oh yeah!!

Last week of July Sarah returns and call for workshops will go up along with save the date. Dec 1 Sara K will try to have some info to Sarah about the youth event.

Sherry commented that we will need to determine how to reg the youth – online in Prairie store? What forms will we need for youth? **Gina wants all the youth stuff (fees, forms, budget etc) at October meeting, which will be on the 9th in Ames at UU Fellowship of Ames at 10 am til 3 pm. Potluck lunch.**

Gina – let's cover comtee rules....

Sherry taking notes today

Sam, Stan, Sarah, Sally and Xenda on budget. Sarah would like it early so she can take a look at it. **Sally will send draft to Sarah her by Mid Sept.**

Gina said 275, 300, 325 for low, med and high for estimates.

Robin is PR person so send everything by her to look at and give input/feedback.

TO: = take action

CC: = FYI

Discussed no reg fee for speakers, we pay an honorarium and mileage. Send thank you notes to workshop presenters. Stan did it in past and Stan and Gina want to mentor someone to take this over.

Laura will be coordinating with Sara and Sherry about youth stuff.
Projectors from the hotel are affordable – hurrah!

LUNCH was served and enjoyed greatly!!
Sam arrived – yay!!

Sam was brought up to date on this morning’s activities and how we will integrate youth and generations will intersect.

It was noted that awards will have to be coordinated with meals to make sure that correct people are there.

Sam – there is no extra budget, so the \$1400 that was set aside from last year’s conference needs to cover the up front expenses and meetings, etc. This cmtee is one of the 4 standing comttees of PSD Ann Conf to maintain continuity in presenting the event. We invite people from local arrangements and staff, etc, so that we put together a better event. The Board feels that the conference should be self-supporting and that there should not be a line item in the budget to fund it. So \$1400 dollars from the “income” of the conference in 2011 should be considered to be set aside as an expense so that we re-pay the budget. Sam authorizes the reimbursements from this account for expenses and Sarah writes the checks.

Sam thinks we are in good shape with the time-line – with speakers being arranged for already and workshop invites ready to go.

Thanks to Gina and Stan for getting things integrated well! IT is easier to plan with all of us representing at the table.

?’s for Sam

Stan – do we have final budget numbers from Davenport? Sam: HmMMM...
Hawwwww... Not quite yet. Barb Robinson has said that they are working on it and it is coming. We think we broke even but we do not know for sure. We have not gone in the whole/red since 2001.

Barb’s mom is ill and we are trying not to put extra pressure on her.

We **DO** have other budgets to look at from past conference.

PSD covers the loss when we have one – which is why they also approve the Ann Conf budget at the Nov mtg.

Davenport set up a separate acct for the event, but DM has accts who are managing how to handle the funds and budgets.

Sarah: 2012 – no hotel contract is approved yet that we know of. **Sam will follow up with White Bear on hotel/conf center.** 2013 not chosen yet – Sam looking.

There has been talk of GA going to an every-other-year pattern, but they are scheduled thru 2014 so far. We might go to opposite years if this happens.

Gina – Here's how we came up with the theme –

Robin was hit in the soul with the reading from the hymnal on her first Sunday in a UU congregation. It Matters What We Believe by Sophia Lyon Fahs. Reading and announcement are up on psduua.org already and look great!

Stan: on workshops – we looked at the letter that invites workshop presenters.

Sara K will make a save the date for youth event kind of message as well as a call for youth-friendly workshops. The applications will be taken on line and put into a database/spreadsheet.

Feb 28 is the deadline for any equipment needs unless the hotel has a different deadline that is earlier – LAC will find out.

October meeting – main point is to assign workshops to time slots and think about rooms they could go in. Can't assign to rooms yet because we don't know how many people will attend each not which might need isolation.

Discussion about setting Early reg deadline will be around Feb 28. In 2010, original deadline was Mar 16 (5 weeks out) and extended to March 23 (4 weeks out). Final deadline was April 8 (2 weeks out) and was extended to April 16 (1 week out) for online, and 20 th for mail in reg.

LAC will set the deadlines. 5 weeks out for 2011 was March 4, 4 weeks is March 11, 2 weeks is March 25, and 1 week is April 1.

Gina: Conference Schedule

Reviewed draft schedule

Welcome will be done after banner parade so everyone is present and can be welcomed.

Breakfast will be extended like in Davenport.

Ben Stallings figured out how to take credit cards at the bookstore. **Xenda is on it this year and will ask Greg the book guy to talk with Ben Stallings to make it happen. Rates will be covered by raising the reg fee and the book costs to cover the 4% fees on credit card use.** Bookstore and exhibits might open when registration opens.

bstallings@psduua.org Need to think about the security concerns of public access and things for sale/ valuables at tables.

Do people who are only going to sit at their exhibit really need to pay a reg fee? They have in the past, and we have also kept organizations out that have nothing to do with UUism. That is why it is called *an application to exhibit*.

Business mtg will be 90 minutes starting at 8 am.

Lisa Friedman has been asked to introduce Kendyll on Sat morning. 75 minutes. Need a children's activity and childcare that don't take place in the lecture hall.

K-6 = Children's Activities

Younger than K = Childcare (maybe split into 2 age groups for preschoolers and then toddlers to birth)

Youth = grades 7-12

Planning Committee determines if we have multigen workshops for families, family activities, or children's activities separate from workshops.

Decided – Children's Programming from 9:30 to 12:30 Saturday.

Youth awards will be given at the Sat night dinner and the youth will not be at lunch at conf center.

Awards committee needs to be informed about the youth award and dinner – **Sam will do it.**

The church tours will be offered as a workshop during the C slot.

Sat dinner - at 5? Entertainment? Youth worship?

Dinner - 5, Sara K and Sherry will MC dinner and focus on youth and those who love them, and then MC (Xenda) gives announcements

Entertainment – 6:30

Youth Worship – 9:00

Sunday – checkout can happen after service

Worship closes the conference for the attendees, but the planners will meet afterward at DM church.

Xenda – “I have some handouts”

The potluck lunch is a very integral part of the gathering. It was started by Drew Cummins many years ago. The meetings were originally held and the home of John and Drew Cummins in Minneapolis, MN.

Meeting adjourned. Next meeting is Oct 9th in Ames at the UU Fellowship of Ames at 10 am til 3 pm.