

## **PSD Program and Local Arrangements Committees Meeting, June 5, 2011**

Attendance: Sarah Greene, Roger Upham, Robin Taylor, Dick Haskett, Ken Harris, Mary Engelmann, Gina Dugan, Stan Nichol, Karen Dahl, Phil Lund, Victoria Safford

Correction to minutes of May 24 meeting: The Prairie Star District Board suggests that youth programming be incorporated into regular programming.

Information and updates from Prairie Star District are available at their website. This includes a survey of participants at the PSD Conference in Des Moines. Local arrangements committee procedures can be accessed online. The more detailed information, in another document, requires a password. All emails providing substantive information will be sent and/or copied to Sarah, Robin, Roger, and Sam Wormly.

The Program Committee is working on site selection for 2013. Two possible sites are Cedar Rapids, IA and somewhere near Topeka/Manhattan, KS.

Roger said that leaders have been found for most committees:

- Entertainment – Mark Kotz
- Hospitality – Scott Fischer
- Ambience – Karen Dahl
- Worship – David Heath
- Music – Thaxter Cunio
- Photography – Scott Strehlow
- Bookstore – Ken Harris
- Hotel Contact – Dick Haskett
- Exhibits – Linda Douglas
- Registration – Mary Engelmann

Leaders for a few other committees are still needed. A person from this year's conference in Des Moines expressed interest in working with youth for the 2012 conference.

Phil made suggestions regarding multigenerational programming:

- The encouragement for multigenerational programming comes from the PSD board
- The conference needs to be family and children friendly
- Making sure there are activities for all age groups (some of the meals, the entertainment, worship and workshops appropriate)
- Three age groupings: Child care for those under five years; Appropriate and purposeful educational programs for grades K – 6; Appropriate youth programs for ages 13 – 18 and/or incorporated into adult programs. Flexibility may be needed to divide those in grades K – 6 into upper and lower elementary.

Youth can make choices about whether or not they want to do certain types of programs. They can be asked if they would like to do a youth service. It is possible to have a workshop primarily addressed to youth.

The key to our 2012 conference theme, Lessons of War and Peace: Stories of Hope, Love, and Courage, is to be respectful of the full range of views regarding war and peace, to share the stories and how this has affected our lives. We will use art, music, and ambience to make this challenging theme work. Gina suggested the possibility of having die-cut doves available for people to write thoughts and stories. The doves could be a “wall of stories.” People could also contribute their stories online.

There will be a Friends reception on Friday afternoon.

Local Arrangements has some flexibility in scheduling as long as certain key pieces (Keynote Address, Judy Lecturer, Awards luncheon) are included in appropriate places. This group will work with Jim Eller regarding the focus and length of the Keynote Address and who will introduce him.

All of Friday night programming is multigenerational. Victoria has agreed to do a tribute to Veterans at the opening ceremony. Local Arrangements will make any necessary announcements specifically addressing any needed information regarding youth. Having a good emcee for the evening is important to keep people interested and to maintain the timeline. It is the present plan to have a 'Coffee House' starting about 9:00 pm that evening.

Robin asked the group to take a short break to recognize Stan and Gina, the outgoing Chairs of the Program Committee. She read a letter from Sam thanking them for their service and presented them with gifts that represented thanks from the Prairie Star Board and District.

Saturday begins with breakfast from 7 – 9:00 am. With the Business Meeting scheduled for 8:00 am, child care needs to start at 7:45 am. During the Judy Lecture (beginning at 9:00 am) there will be children's programming, youth activities, and child care.

The Awards Luncheon is held during the Saturday lunch. Sam picks the emcee for the awards. The stage for the awards presentations must be ADA. Local Arrangements will provide a photographer for this event. The logistics of taking pictures will be planned ahead of time. In recent years youth have had a separate lunch.

During the mid afternoon break there may be refreshments particularly since people may need a little break before Workshop C.

The Local Arrangements Committee will work on organizing Saturday evening dinner and entertainment so there is a smooth flow from one to the other.

It is expected that the Sunday morning service will be held at the hotel. The collection taken at the service will be given to a cause selected by the Local Arrangements Committee. The Local Arrangements Committee and the PSD Program Committee will meet after the worship service to talk about what went well at the conference and what we could have done better.

The Program Committee takes responsibility for soliciting workshops, choosing them, and scheduling them into the workshop time frame. The assignment of rooms for workshops will be based on how they will be used.

The Hospitality Committee is responsible for letting people know about activity options for individuals and families.

Once the costs for registration are set the Registrar is responsible for the collection of early, late, and walk-in fees. People who do walk-in registration will pay the same fee as those who register late however they will not be guaranteed meals.

Prairie Star Reads – Phil said that Thomas Weiner's book may be the one chosen for 2012.

WBUUC will continue including appropriate information about the 2012 conference in our church bulletins. When conference information is submitted for the PSD website we need to be clear about activities that are multigenerational, youth oriented, adult, etc. Using asterisks and/or colors may be an effective way to do this.

Karen presented a possible poster for the PSD 2012 conference for committee reactions.

