

**Attendance:** Dave, Scott, Jim, Anthony, Luis, Rich, and Kathy

Special Guest: Sharon Rand (Event Planner)

Call to order 9:30am

Change of Agenda: Sharon's presentation

\*Sharon recommended that one of the most important things to do was to complete a contract review to re-assign liability

\*Need to budget better to save big money

\*NO cost to us- she works off of hotel commission only

\*Realistically should be paying less than \$99 per night, even on weekends

\*Meal costs should be decreased (Vouchers vs Straight fees)

Next step is to get Sharon our contract and conference information including all 2014 needs and then Sharon will be able to search any perspective hotel we want to consider (Kalahari, Chula Vista, ect)

Scott made motion to use Sharon's services to put out bids, Rich seconded, No further discussion, all in favor. She will use the window Jan 15 through Feb 16, for 2014 conference and including the additional Thursday night option. Dave will get her the information she needs. Brent may also have important info for Sharon.

Sharon dismissed and Back to Agenda

501C3 Update: Re-submitted and we are going to have to file tax return on acct. Will likely cost \$500 the first time.

### **Conference Review**

Grant information has been submitted and providing that alright, we should figure on \$700 total loss for putting on 2013 conference. Bank account is at \$1763.46 before grant reimbursements.

### **NOTES:**

Registration room worked great and is a must \* Bigger stage next year \* Bowling was a success, but may not have that option if we go to Chula next year \* Other possible events, Ice Cream night or Vegas night \* DJ needed even if no dance \* Closing on Saturday night was entertained and will need to be discussed further \* Meal vouchers to prevent over payment \* OJ and eggs only complaint \* Friday night banquet discussed \* Assigning rooms worked well, good job Brent, we need to set earlier deadline to prevent

some headaches \* Vendors good, but up the price \*Breakout session for advisors discussed and may be an option (policy review)

**Competitions:** Provide judges breaks/lunches \* More time for events \* Discussed 3 events per post vs. all events \* Let Dale play with numbers to see what is feasible \* Should have staging area and no teams waiting in hallway near event \* Use the photographer again, he did a great job \* T-Shirts were a good idea and maybe a pin in 2014 \* Great trophies and plaques, use again

2014 goal to give scholarship money to winners and potentially look at sponsoring someone through academy.

### **2014 Conference**

\*Use Sharon Rand's services

\*Will be held between Jan 15 and Feb 16, 2014 and add Thursday night option

\*Facilities-Dave

\*Sponsors-Scott, Rich and Dave

\*Competitions-Jim and Dale

\*Events and Awards- Anthony and Dale (Post prize---Flag) (Scholarships)

\*Records and Finance-Kathy and Brent

\*Vendors- Shawn and Scott

**Old Business**----None

**New Business**---None

Next Meeting – April 29<sup>th</sup>, 2013

Motion to Adjourn by Anthony, second by Jim

Adjourn 11:05am