

AGENDA for Sunday February 14, 2010

We need a **THEME**, and focus on slate of workshops and speakers so these can but put on website, Facebook and flyers.

BUDGET:

- **Materials for registration (Michael)**
- **Food and Beverage (Sasha)**
- **Decorations (Sasha)**
- **Entertainment (Nancy)**

Venue: Nancy will be liaison with the site, we need **to make sure we have microphone and amplifier to make announcements**, what else did we learn from 2009 about the site?

We had complaints about a lack of up-to-date schedules. We need to keep in mind that some people may come for specific workshops and last year, some people showed up in the afternoon when the workshop they were interested had already taken place.

Public Relations: More publicity and earlier – this would include the need to have list of **speakers** and **workshops** well in advance. We need a nice flyer for Gopher State. We need to get control of www.glbtinrecovery.com website to put current up to date info. Also, we can make good use of Facebook. By publicity, we mean website, Facebook, distributing flyers, organizing people to announce at meetings. WELL IN ADVANCE.

Workshops: It would be great to coordinate participation of Red Door to do HIV testing on site. This might require renting a room for privacy concerns. Otherwise, we have three rooms to work with:

- Mallard Room A (Upper level room can be split in two... A & B)
- Mallard Room B
- Merganser Room (basically a conference room off the dining area)

Also, last year as other years we had **three time slots of 1h 15m** for a **total of nine workshops**.

Food and Bev: Sasha, what ideas do you have? The Brunch-a-que was a great success and cheap.

1. Friday hors d'oeuvres, nibbles, gnosh
2. Saturday Lunch: BBQ
3. Saturday Banquet Dinner

(Saturday and Sunday Breakfast may be a nominal fee) We will ask the hotel how they want to handle it. Meal tickets?)

Silent Auction – Vacant - we are going to need someone to take the lead. I have several people who replied on Facebook to get involved.