

Rotary District 7780 Conference Committee Notes
February 7, 2017

Present (by phone due to weather & illnesses): Brad Jett, Marge Barker, Nancy Irving, Lawrence Furbish, Andy Glazier, Scott Irving, Ann Scheiber, Deb Marsolais, John LoBosco, George Rice, Nancy Hawes

GET WELL WISHES TO JEFF PELKEY!!!!

January Minutes were approved.

FINANCE

- Registration fee has been set at \$265 – includes all meals.
- President's Representative.
 - We have been assigned a President's rep even though Marge indicated twice that we did not want one. We have not budgeted for this, either in our finances or program. Brad, Jeff, Marge and Nancy I. will need to have a conversation about how this impacts our budget.
 - We will cover the Pres. Rep's registration for him and his wife, as well as hotel for 4 nights (Thursday-Sunday). RI will pay for his flights and he will pay the cost of hotel rooms before Thursday and after Sunday. Andy will talk to the hotel and make sure there is a suite available for the Pres. Rep.
 - Nancy I. indicated that we have a miscellaneous line item in the budget of about \$1,000 which may cover the Pres Rep expenses.
- Payment of Bills.
 - Ted Trainer (District Treasurer) will not be at the conference due to a family commitment. Ted should write a check ahead of time for the bulk of the amount owed to the Samoset (Nancy I. to check the contract to determine the amount that is due at the time of the conference.)
 - Nancy I. will learn how to use the Sage credit card processing software to take credit card payments at the conference.
 - All bills should be passed by Nancy I. before being paid to make sure they are in line with the budget.
 - Nancy I. will coordinate with Ted on what needs to be paid when.
 - Brad will forward to Nancy I. a copy of the Samoset contract which contains the recently added addendum memorializing the concessions that had previously been agreed to by email but were not in the actual contract.

FACILITIES

- Andy will modify the list of rooms previously circulated to reflect that Katie only needs a room for one night, not 2.
- The District is paying for 11 room nights, including the 4 nights for the Pres. Rep.

- Andy will check with the Samoset on whether the vegetarian option is also gluten-free. And whether there is a gluten-free option for all of the meals.

FOOD DRIVE – Leni’s club has been busy with WinterFest so no update yet.

PROGRAM

- Tweaks to the timing were discussed. The Pres. Rep will make a few opening remarks at the BBQ on Friday, speak for about 25 minutes on Saturday evening, and make some closing remarks at breakfast on Sunday.
- We also need to provide time in the program for a promotion of the 2018 District Conference – we will fit that in after lunch on Saturday.
- Due to the tight timing, Brad will ask Gerry to participate in future Conference Committee meetings since it will be important for the Sgt at Arms to keep us on schedule.

MARKETING

- The brochure & video were completed and they turned out great – they are on the District website.
- Marge will visit all the clubs in the next few weeks to make a pitch and distribute brochures.
- We should include articles about the Conference in the District Newsletter.
 - Marge has already written one for March
 - We should have one describing the reverse raffle since it is different from what people are accustomed to (John will write, basing it off the description that George has already put together – see Reverse Raffle below)
 - Perhaps an article about the panel that Bob MacKenzie is putting together.
 - Conference trivia quiz

WEBSITE

Up and running! As of the call, 29 people had registered.

REVERSE RAFFLE

George had written letters to the clubs asking for prize contributions – go ahead and send them now.

REGISTRATION

- D7790 will do their own registration and will provide Deb with their master list.
- Brad & Marge will make sure Leni has information about the meal options
- Meal tickets are not necessary – Saturday evening is the only meal in which we have choices and the waitstaff will just ask us what we ordered.
- Deb had additional questions which Brad will answer offline.

CONFERENCE AMBASSADORS

Brad has list of people who attended his district conference at the Samoset who are still Rotarians in 7780. He will extend personal invitation to them to have a “reunion” at Samoset.

HOUSE OF FRIENDSHIP

Tony Wagner will take care of this. There will be a place to view Bob MacKenzie’s video in the HOF. We will also be holding the Major Donor reception there.

NEXT MEETING

Tuesday, March 14 at 5:30 in York.