

WALE Meeting Minutes

June 11, 2015

Present: Carol Ellison, Chi Saeteurn, Danielle Marcy, Darren Ng, Di Zhang, Lisa Vos, Mary Wise, Warren Chin

The session was recorded. Slides from Di's presentation are on Google Drive.

The meeting was called to order at 11:04am by WALE Conference Co-Chair Di Zhang.

The minutes from the May meeting were reviewed by WALE Secretary Carol Ellison.

There were no amendments or discussion.

A motion to approve the minutes was made by Di, seconded by Danielle.

The minutes were approved as read.

Speakers & Programs: Brian

Brian was unable to attend the meeting. We have done a call out for session presenters and have only received 2 applications. Deadline is about a week from now, probably going to extend it because we need more presenters. Carol posted on Facebook and Mary posted on our website. Di encouraged everyone to contact people directly about presenting, to do some targeted solicitation, and spread the submission form in general among our social networks. Di will check with Brian regarding any follow-up on a pre-conference on leadership without authority that Brian had proposed.

Danielle recently attended IG chair training and they talked about how to get ball rolling on submitting or sponsoring conference sessions. There are going to be some rolling out in the next week or two. LIFE and WALT interested, but Danielle thinks a deadline extension would be good.

Di posted on Librarians of NW FB page. Hopes people will see that, get interest that way. Also has staff at SPL that have some connections with KCLS has asked them to promote it with that library system.

Keep promoting!

Facilities: Jeff & Nouri

Jeff and Nouri were both unable to attend the meeting. Di will ask them to update the group via email.

Local Arrangements: Chi & Christy

Christy was unable to attend the meeting. Di presented a slide that gave an overview of the Scrabble group activity for the conference. Memories by the Lake is closing. Twisted (Fine Yarn) will participate instead. Chi said she's working on contacting businesses for possibly donating candy or pastries to be used as presenter gifts. Danielle says she likes the idea of candy, since it keeps longer than pastries.

There was discussion regarding the possibility of doing a lake cruise through [Lady of the Lake Cruises](#). If we offered this, it would most likely mean we wouldn't offer the library tour this year.

Mary talked about the conference schedule (which events happen on which days) and talked about what would happen if we didn't make the minimum (we would have to refund people). Di says we can discuss this more over email.

Danielle asked when they offer cruises; would this be in the morning after checkout and the breakfast reception? Mary said when WALE offered this before it was after dinner in the evening. She thinks we can book it all day since it's post season. She can check into it. She can't remember if it was in lieu of dessert reception but they took wine and hors d'oeuvres onto the boat for a floating reception.

Danielle says if it's after breakfast Wednesday and folks have enough time to check out it could work. However, if we decide to cut the dessert reception and offer this instead we have to be sure we make up the difference in the menu because the banquet bill has a minimum too.

Printing & Supplies: Darren

Darren said there wasn't any additional information regarding the T-shirts. He will get a poll up with the three colors, other options, any other suggestions. Darren still needs to contact Joe, who had a contact with another T-shirt company who may have better rates. Di asked Darren to keep us updated after he's talked with Joe. Once the group has been updated with the rates and options, then we can do the vote/poll.

As for the conference primer, Darren has received only positive responses to the idea. He will get started working on that. He will incorporate elements from Sophia's teaser video for the conference. If you have suggestions please email Darren.

Prizes and packets: Mary & Mai-Khanh

Mai-Khanh was unable to attend the meeting. Di reminded the group that we should all be contacting businesses and organizations to solicit donations for the conference. Each person needs to bring 2 bottles of wine and a wrapped raffle basket to the conference.

Prizes for photo contest winners: Sophia asked if committee members can contribute something for the prize basket. What's the theme going to be? We will need to buy items (\$5 limit per person) based on theme.

Mary says businesses have been slow in responding; they are updating the spreadsheet as they hear back. Di says it helps to put out reminders because people do forget.

Danielle wondered if we could ask Sharma to offer a couple of her books for the photo contest winners? Since Danielle knows Sharma personally, she will ask Sharma about the prizes and give her a heads-up that we may be contacting her about maybe having a book signing like Gene did the last couple of years. Mary said most authors are happy to do a signing, but we'd need to find out whether Sharma will supply her own books or if we'd have to coordinate that through the local bookstore. Di will ask Brian to send Sharma an official request about having a book signing.

Volunteer Coordinators: Beth, Danielle, Grace

Beth and Grace were unable to attend the meeting. Beth will be updating their spreadsheet as we get information solidified like which sessions will be in which room at each time, etc.

There was a question about if the volunteer coordinators would be responsible for surveying conference attendees. Carol explained how it went last year. Warren gathered info earlier this year and he said he

compiled a pdf of it in the WALE folder. He compiled all the data on survey monkey. We can use last year's survey questions and just reuse them.

Conference historians: Sophia & Joe

Joe was unable to attend the meeting. Sophia is working on a video ad for July. She has done a bunch of filming and is working on putting it together right now.

Photo contest: officially started, announced on Facebook and the WALE website. As for the prize basket, she wants each person to spend no more than \$5. Send ideas for theme to Sophia. Her current proposal is a theme of items you can use in the future. Let Sophia know your suggestions and she'll compile them.

Di said we will let people know to send suggestions to Sophia and she can create a Doodle poll.

Miscellaneous

Please update your spreadsheets. Keep up to date in general. Be checking your Google Drive.

Open discussion

Darren wanted to know if we could post the keynote speaker flyer on our Facebook page. Yes. Carol will change it from a pdf into an image and post it over the weekend.

Danielle wondered if we could find someone to offer a supercharged storytime/VIEWS2 session at the conference (Jamboree). Carol warned against duplicating the WLA sessions, they had one on supercharged storytimes. Can we ensure the content is different? Danielle doesn't know if it was the same thing. Carol [found the description from WLA 2015](#). Upon reviewing the link, Danielle said that it is the supercharged storytime idea she'd been describing. Unfortunately this might be a dead end.

Darren asked if repeating things from previous WALE conferences be acceptable? Lisa said we're doing our best to get new and fresh sessions. She suggested we should look at what was popular last year. If it was successful, the session might be worth bringing back.

Di says we could ask people from last year, and see if they would be interested in presenting again maybe on another topic. Or we could ask if they have someone from their library system come, since the organization was interested in the past.

Darren said some sessions last year were presented at different times so there was more opportunity to attend, but others were limited to just the one and not everyone could attend. So that's something else to keep in mind.

There was more in-depth discussion regarding extending the session proposal deadline. Right now it's June 19th. Darren wondered if we could give it another month after that. Carol cautioned that we don't extend it out too far because we can't open registration until after the sessions are selected and confirmed. Warren suggested Monday July 6th. It was unanimously approved.

Lisa asked who would send the emails out. Beth? Di says he has been doing the posting so far. Di will send a last call email on Monday June 15. Then, after the 19th he will send a new deadline extended email. This will keep WALE in everyone's minds.

Our next meeting will be Thursday, July 9 at 8:30am.

With no further business, Di made a motion to adjourn. It was seconded by Lisa.
Meeting adjourned at 11:57am.

Respectfully submitted,
Carol Ellison, WALE Secretary