

2018 National ESP Conference Committee Notes

August 10, 2018

Present – Jennifer Wilson, Greg Price, Erin Yelland, Trudy Rice, Gayle Price, David Dunn, Beth Claypoole, John Forshee, Sandra Wick, Jim Lindquist and Stacey Warner.

Greg Price – National Office

There are currently 140 registered. We have more registered than at this point last year. He is projecting and planning for about 200 registrants.

Tour numbers are:

Abilene – 35

Flint Hills – 25

K-State – 3

Life Members – 13

“Yapp” will probably be the conference app.

Opening event at Discovery Center - We have enough sponsors for one free drink ticket per attendee. Individuals could purchase additional drinks. Drinks can't be taken into the exhibit area. Food will be served from the roof top and the atrium.

Signs- We will use the hotel's electronic signs to note what is happening in each room of the conference center.

Greg will be planning email blasts to those registered about the third week of August and again about a week before the conference with details including transportation. There will also be a note that there isn't a “state's night out” but that there are options close by for those who want to go out for dessert for drinks after the auction.

First General Session

Gregg Hadley and Jennifer Wilson will welcome the group to Kansas.

Jennifer is still looking for a color guard. Ft Riley is not available. She will check with ROTC at K-State.

Jim Lindquist will secure a Barbershop quartet for the national anthem.

Beth Claypoole – National President

The national board has determined that the host state's share of conference profits will remain at 25% with 75% going to the national organization's budget. The national organization's budget has been built based on the 75% share.

Jim Richardson's presentation will be live streamed and the Ruby Lunch will be videoed and archived.

Schedule

The following changes will be made to the schedule:

Wednesday lunch will be expanded to include the Lightning Sessions. The administrators panel will be eliminated (their national meeting is being held this same week). Instead, from 3:15 to 4:45 there will be time for physical activity and exploring downtown Manhattan or the K-State campus.

Technology

We will use the hotels AV carts which will include power cords. David Dunn, John Forshee and others will provide computers and projectors.

For the general sessions we will use the hotel's equipment. Dave will provide technical support.

Dave will be in Manhattan soon and will be checking with the hotel staff.

Auction

Trudy will visit with the auction committee about their thoughts of including the K-State band in providing some entertainment before or during the event.

Decorations

They are planning decorations for 30 tables. This committee will put out the program books for the Ruby Lunch and Recognition/Awards Dinner.

Decorations will be available for sale after the conference.

Hospitality

Welcome gifts have been determined. They are ordering 175 now and will plan on ordering later as necessary. There will be a coupon at registration to pick up the gift from the hospitality desk. Gayle will coordinate with Andrea.

The committee is working on making buttons to distinguish the Kansas hosts.

The ag agents have purple vests that could also be used by the Kansas hosts. Please gather up those if you know someone who has them.

The committee has physical activity options planned. Information will be made available to those attending.

Miscellaneous

Stacey will work to find a musician to provide background music prior to the awards event.

Stacey will find hosts for the speakers.

The Sign Up Genius will be out Friday afternoon for volunteers for the various committees.

We will all need to help move people quickly out of the general session on Tuesday morning so that the Ruby Lunch can be set up in 30 minutes.

The Cottonwood Room and office suite will be available for storage of decorations, auction items and technology.

Volunteers who aren't registered but plan to eat need to pay for the meal. Contact Greg for individual meal costs. Other volunteers who don't plan to eat will have access to food that the hospitality committee will have available.

Stacey will collect names of volunteers and committee members about ten days prior to the conference for inclusion in the conference packet.

The final committee meeting will be Friday, September 14 at 10:00 am.

Notes taken by Stacey Warner