

2005 District 13 Conference- Committee Minutes  
January 5<sup>th</sup>, 2005

Kathy- Sara H. will make copies of address list and distribute at next meeting.

Jerry- a 2 ft. by 8 ft. dark blue banner with yellow lettering has been ordered at the cost of \$99.00. It will have grommets, we just need to let them know when we want it.

The tax exempt number is 003957. The EIN # for area 75 is 39-1709748.

Jerry will talk to Jenny about literature from central office. They will be responsible for handling all literature sales.

Jim S.- will get Judy a full job description and can provide copies for anyone who needs it.

Jerry C.- Food committee- dinner includes grilled chicken, red skinned potatoes, chef salad, bread/rolls dessert, coffee/tea. A traditional breakfast will be served for \$12.00 a plate. Ice cream Social will be \$1.25 per scoop with a variety of toppings. Will find out what toppings will be available.

Kathy- Budgets were passed out. Jerry still has not received the Jaynesville Conference numbers. All budgets work out to 6043.84. Please see Kathys beautiful handout for specifics. There is concern about what our registration cost will be. The spring Conference is \$12.00. At the spring conference of 2004 there were 485 registered attendees with 190 for the dinner banquet.

Judy- is wondering how many brochures and tri-folds she really needs to order for purposes of being financially prudent.

Jill- costs on airfare are down right now, she will ascertain when speakers are coming and leaving and will start working on airfare. Jill also has \$200.00 in her budget for an interpreter. There is still a need for investigation of the possibility of using student interns from UWM and Marquette. Jerry will call Rick about interpreter.

Laurie G.-P.O. Box 256, Elm Grove, 53122 for mailing and receiving registration. Cost for the year is \$60.00.

Lynn- Cannot put panels together yet but has recruited people to help with this. Alateen speaker will be selected in time for the program. Flyer will list AlAnon speaker with the AlAteen speaker TBA.

Peggy- Has begun to research "greeters". People to direct folks to the panels. There is \$179.00 needed for badges. Peggy will get this budget to Kathy S. There will be a need for 10 greeters per shift. Jerry will make copies of the layout for everyone.

Michelle- Committee ribbons- Michelle passed out a quote sheet. Minimum order of \$25.00 for 75 ribbons, 10 per title. Greeter and committee printed on the ribbons. Michelle will wait for the numbers.

Judy- Passed out a report. We reviewed a tri-fold mock-up. We need to revisit how many posters are needed. Possibly 2 for AA with a sheet at each room door listing panels and times. Need to figure out how many tri-folds to print(Milwaukee, Fond du lac, Racine, Madison, Winnebagoland , Central Office, Al-Anon) Estimation is about 5000 with an estimate of 700 programs rather than 1000, available at the door. We need to encourage pre-registration by offering a drawing for a free dinner or room...(except Robin wont actually do the drawing...ha !..just kidding !) It is agreed by all that we should not list alternate hotels or restaurants in our program materials. We are to all take a good look at the tri-fold to offer suggestions or feedback at our next meeting.

Jill & Sara L.- The Saturday night speaker cancelled, they are already looking for another speaker. Sara will check out speakers at the "We Are Not Saints" convention.

Bob M-is the Alcahthon chair. Jerry is wanting a female co-chair for this.

OUR NEXT MEETING IS FEB. 3<sup>RD</sup>. AT 6:30 AT ST. MATTHIAS  
THE MEETING FOLLOWING IT ON MARCH 3<sup>RD</sup> WILL BE HELD AT THE HOTEL  
AT 6:00.

SEE YOU ALL THEN! THANKS FOR ALL YOUR HARD WORK AND  
DEDICATION! THAT IS WHAT WILL MAKE THIS A SMOOTH RUNNING,  
WORTHWHILE EXPERIENCE!