

**MAVT Convention Meeting  
December 18<sup>th</sup> 2012, 6:30pm  
Hilton Minneapolis**

**Attendees:** Missy Greer President, Kristi Gorton Secretary, Debi Dahmes Treasurer, Julie Hemen State Representative, Debi Yitalo Newsletter, Jackie White and Jessica Towley Convention.

The meeting started around 6:30pm and Dinner was provided by the Hilton.

**Registration Desk-**

Location: We discussed possible locations for the registration desk this year. Everyone agreed to have it separate from MVMA. This worked well at the last convention. Jackie will discuss with the Hilton about having it on the symphony promenade and using the small room in that area to have bag stuffing and storing items for volunteers during the convention.

Hours: We determined this year to have shorter hours as we have noticed less of a demand for someone there. Henceforth the hours will be Thursday night 6:30pm to 9pm Friday 7am to 3pm and Saturday 7am to 12pm.

Working it: Everyone agreed to try and have it well staffed and that we would have more board members help out with manning it. This is to allow Beth more time to go to talks. We will also try to show the speakers to their rooms if possible.

**Prizes/gifts-**

Volunteers: It was agreed to have 5 gift cards of twenty dollars from target to be used in a drawing for all the volunteers as a thank you for helping out. We will also do the pizza party for them on Thursday night at bag stuffing.

Speakers: Missy would like to do a gift bag for the speakers. Everyone was okay with this idea but keeping it simple. Missy will purchase the items and if needed ask for help with putting them together. We may do this Thursday night at bag stuffing.

Guests: This year it was discussed that we do something a little different for the prizes. Plan is to put a sticker or some kind of mark in a proceedings book that would then award that person with a special prize. This would be instead of the money/gift card under the chair at the meeting. We will also do a buffet lunch this year at the meeting and have the usual baskets and such to give out. We are going to need to purchase more of it this year due to lack of donations and sponsors this year.

**Voting-** This year we have Vice President and Treasurer up for election. Missy also discussed adding in a new position on the board of President elect. This would basically be a President in training to then learn the ropes and help facilitate in a better hand off from President to President. Everyone was comfortable with adding in the position and we will discuss it further at the next meeting.

### **Proceedings-**

Book: the notes are all getting placed on CD at this point but will still have a fair amount of information in each one. Jackie is having some issues with MVMA getting everything typed up in time. Discussed we may need to take back typing them up and send them to our printers instead of having it done with MVMA. There were also some changes that needed to be made with speakers so now that everything is completely set that should hopefully move everything along.

Logo: We are still looking at the best way to have the new logo decided on and presented. We most likely will not make it on the proceedings books but may still be able to have a banner or item to go in the bags for all the guests.

Newsletter: This will be the last printed copy handed out. We will be including information for those that would like to continue to get it mailed to them vs. viewing it online. We may also be changing how the newsletter is viewed online. Several other suggestions of online sites were mentioned.

### **Booths-**

MAVT: we are working on getting the booth moved to a better location most likely will need to pay instead of always getting a free space. Everyone felt that with us paying for the new display we should pay for a better spot to show it off. Darcy will contact Missy with costs. Kim Horne most likely will be working the booth but will look into if she would like volunteers to help.

### **Hotel Rooms-**

President Suite: Missy would like to find another use for the president's suite this year. In the past it has been for hospitality and we may still use it for that. Other options would be to offer it for people that need a place to stay. In the effort to change how MAVT board members are viewed we want to not make it such a restricted access area.