

ABOS Board Meeting Conference Call

June 19, 2009

11:00 am Central Time

Agenda:

2010 Conference Contract with the Crowne Plaza in Denver, Colorado

Present:

Jody Olivieri, President

Kathy Totten, Vice President/President Elect

Karri Marshall, Treasurer

Kathleen Butzen, Secretary

Margie Brumm, Board Member 2009-2010

Brad Thomas, Board Member 2009-2010

Pattie Johnston, Board Member 2009-2010

Theresa Gemmer, Past President & 2009 Conference Committee Chair

Edith Isele, Past Treasurer

Tena Wilson - Board Member 2008-2009

Absent:

Mary Anne Marjamaa, Board Member 2008-2009

Martha Buckner - Board Member 2008-2009

- The meeting opened with discussion on the differences between the two contracts, the contract negotiated with Crowne Plaza, Kathy Totten and the representative from ARSL, Larry Greico and the contract negotiated by ARSL rep, Brenda Bailey-Hainer (with help from Deidre Ross, from ALA.) and Crowne Plaza. In particular, it was noted the reduction of rooms to 550 total (Crowne Plaza/Kathy Totten contract), the reduction from \$35,000 to \$30,000 (Crowne Plaza/Kathy Totten contract) for the beverage/food spending. Kathy Totten noted that, in theory, if each organization spent \$15,000, we would be able to meet the 30,000 required to have the free meeting room.
- Therese Gemmer noted that we need to boost vendor participation to ensure registration numbers can get us to the 30,000 dollar amount.
- Kathy Totten thinks more people will come to the Denver conference because there are so many local Bookmobilers and that Denver is a centralized location in the country.
- Brad Thomas cautioned that while conducting his membership drive, he is receiving email comments that suggest that although people had planned to attend the conference, due to the economy, many are not coming now.

- Jody Olivieri would like to know which contract we will be working with, acknowledging all the work Kathy Totten put into the contract negotiations while, noting that the ARSL negotiated contract had some very generous stipulations.
- Kathy Totten suggested that The Board should decide what is best from the two contracts and that a new contract should be constructed by the deadline of July 1. All agreed.
- Therese Gemmer asked about the cut off date for room registration. Are we responsible for paying for rooms that don't reach the minimum by the cut off date? She would like clarification, as this could be an expensive clause if we do not fill all the rooms.
- Edith Isele reminded us that we need to be reasonable in our negotiations with the hotel so we don't get a bad rep in the hotel conference world.
- Therese Gemmer agreed, and said that she has received calls from other hotel's sales departments asking if we would be interested in using their hotel for future conferences. Kathy Totten experienced the same type of calls.
- Jody Olivieri wanted to know if Board Members felt the 50/75 minimum (depending on which contract you read) number of rooms for Saturday were reasonable?
- Therese Gemmer felt, that between ABOS and ARSL we would use that many rooms.
- Edith Isele wanted to know if there will be a luncheon on Saturday to encourage people to stay for the ½ day conference.
- Kathy Totten said it was not in the contract yet, but could be added. Doing so would help us to meet our \$30,000 food and beverage goal.
- Pattie Johnston suggested that the Spud-O-Rama we enjoyed at the Columbus Conference might be a nice "signature" event for us to consider having at every conference.
- Therese Gemmer agreed that the Spud-O-Rama is a good idea and reminded the members that the midweek luncheon with the author was a ticketed event and perhaps a buffet luncheon could be considered.

- Pattie Johnston thought that might appeal to the hotel management, since less staff is involved with buffet lunches.
- Edith Isele commented that hotel management is willing to do a lot to get our business.
- Therese Gemmer pointed out a misprint on page 2 of the ARSL contract under rates. June dates were listed; we will need this corrected in the new contract.
- Jody Olivieri wanted clarification defining what “complimentary staff room” meant. Jody Olivieri noted that 25% off for board members is generous. She also noted that the complimentary microphones are separate from the rest of the audio visual contract.
- Therese Gemmer said that at this year’s conference in Everett, we will receive 1 free room for every 35 nights booked and 1 free executive suit.
- Jody Olivieri confirmed that the 2011 Conference will be in Cleveland, OH. Tena Wilson indicated she already has a lot of contacts with hotel management in Cleveland so she volunteered to be the “Feet on the Street” in Cleveland.
- Jody Olivieri would like the Board Members to begin thinking about future conferences. Location suggestions were made by members that included Louisiana, South Caroline or Florida. Jody Olivieri reiterated that ABOS members have expressed a wish to see the conference move around the country.
- Kathy Totten reminded members that when booking with hotels, some dates and times are cheaper than others. Everything is negotiable.
- Jody Olivieri asked that the Board Members summarize what changes we would like to give to Kathy Totten to take back Crowne Plaza to be included in the updated contract. **Summarizing... The ABOS board just met by phone and authorized Brenda Bailey-Hainer to finalize negotiations with the Crowne Plaza. We would like Kathy Totten to look at the following points but these can be negotiated and we will not have to vote again on the contract:**
 - We want to be sure we are released from responsibility for the guest room commitment after rooms are returned to general inventory after September 22, 2010.
 - One complimentary sleeping room for every 40.

- Staff rooms at 50% off the group rate – up to 25 staff rooms including board members for both organizations and elected officers for both organizations.
- Add the sliding scale for food and beverage minimum, unless we can negotiate only one attrition rate for just the sleeping rooms.
- Correct the date on page 2. The conference dates on that page are stated as June 25 – 28. Our conference dates are October 14 – 16, 2010.
- We would like to add lunch for the entire group on Saturday October 16th in addition to lunch on Thursday October 14th since that will be our closing awards session. This lunch should of course count towards our food and beverage B minimum if this remains in the contract.
- Can any changes be made after July 1st or whenever the contract is signed? For example can we add meal events or increase\reduce the number of expected persons at meal events?

Motion-Kathy Totten

Second – Pattie Johnston

Roll Call Vote-

Jody Olivieri - yes

Karri Marshall -yes

Kathleen Butzen - yes

Margie Brumm -yes

Brad Thomas, yes

Edith Isele, yes

Tena Wilson - yes

Motion Passed

- Jody Olivieri closed with these reminders:
 - There will be an ABOS meeting at ALA on Sunday, July 12 from 8:00 am – 10:00 am. At this time Tena Wilson, Kathy Totten, Kathleen Butzen and Jody Olivieri will attend. ABOS board members are invited to attend the ALOS meeting on Friday, July 10 at the Palmer House. Jody Olivieri will send an email with details.
 - BCR has to approve conference contracts since they are our management company and will be sending checks to the hotel.
 - Clarification needed as to whether we pay an additional fee to BCR for the contract work they do, or if it is included in the management fee we already pay.
 - A question was raised as to whether board members get complimentary conference registration or luncheon fees. Jody Olivieri will ask the Finance Committee to review this.

Meeting adjourned 12:15 pm Central Time.

Submitted by Kathleen Butzen, ABOS Secretary, June 22, 2009

Amended with corrections by Kathleen Butzen, ABOS Secretary, September 4, 2009