

## **Conference Planning Committee Meeting Notes**

Conference Call

August 18, 2016

### **Participants:**

Drew Faulkner

Ann Stratte

Polly Wiedmaier

Rosa Mendoza

Kari Barrett

### **Committee Reports**

- **Educational Sessions:** Drew reported that Stacey Adams is currently collecting the AV and other individual needs from presenters. Soon thereafter, Stacey will look for educational session volunteers.
- **Development/Partnership Relationships:** Drew reported that she, Susan James, and Debbie Moser are working to obtain swag bag items and items for the hospitality suite. Drew noted too that Janet Cam and Susan James are working on different aspects of the Airlie tour program including securing a chef for the event.
- **Hospitality Suite/Marketplace:** Rosa reported that there has been a good response to the Sign-up Genus shift request from members. Right now there are only six slots that need to be filled. Rosa will also ask for shift managers to have oversight of the hospitality suite for certain timeframes. Drew will check in on the process used in Charleston as a possible model. If needed, Drew will set-up a conference call with the Charleston organizers, herself and Rosa to discuss further. Additionally, Rose will solicit volunteers to help with staffing the author's book signing and the marketplace. Drew reported that Politics and Prose has been contacted regarding providing books for the author's book signing event and that they are willing to deliver the books to the event and then have Dames manage the process on-site with specific details to still be worked out. For the marketplace, Debbie is still working out arrangements/vendors.
- **Gift Bags:** Drew reported that there are a good number of volunteers onboard to help stuff swag bags and that there is a bit of movement in regards to getting donations. With donations, there are specific criteria about what can go in the bags vs. what may be provided in the hospitality suite. Only financial or local donors can have product in the bags. In summary, there is good energy around securing items with more to come.
- **Tours:** Drew reported that we are receiving good sign-up for tours and that two, the WH Kitchen Garden Tour and the Turkish Embassy tour, are already sold out. As a general matter, there is good sign-up to date on all conference related events.
- **Fundraising Brunch:** Ann reported registration is already at 80 with just Dames as registration is not yet open to the public.

- **Food and Beverage:** Ann and Polly reported that Aviva Goldfarb has been reaching out to chefs and restaurants to provide food at Friday night's Union Station dinner. Aviva has received a good response so far with good variety and representation of the Chapter from different members. Ann and Polly continue to meet with Union Station folks to plan specific event details e.g., linens, etc. Polly will also begin to think through what volunteers are needed to help coordinate the partner lunches and other meal events. Menus for these events will be planned when Greg Jewell is in DC in September. Polly, Ann, Drew and Greg will consider, and coordinate on, if there is a need to reach out for further food/wine donations for meals other than Friday night.

#### **Other Issues Raised on Call**

- **Smithsonian Food History Weekend:** Drew reported that the Smithsonian History Museum will be holding its 2<sup>nd</sup> annual Julia Child Foundation Gala event Thursday, October 27, in conjunction with the museum's food history weekend. Prices for the gala have doubled since last year's inaugural event (from \$250 to \$500). The Julia Child Foundation would like to work with LDEI to advertise their event and in turn advertise our Sunday fundraiser brunch. A final decision on this kind of marketing partnership will be made by Greg Jewell. The Julia Child Foundation sponsors our LDEI Legacy Awards so there is an existing partnership between the two organizations.
- **Conference Dine Around "Hostesses":** Drew suggested that Committee members consider staffing each of the Dine Around dinners to provide support for the individual events.
- **Michelle Obama:** Ann noted that there was some still some hope of having Michelle Obama participate in the October conference at the LDEI leadership level and that personal contacts will be followed-up on to further assess the possibility.