

1983 conf notes

## 1) improve Newsletter

- Reg. Feature areas - interviews
- follow up on speakers -
  - abstracts from journals
  - lists of publications by them - New books
  - lists of journals
  - other WETA conferences
  - pictures of speakers coming up
  - Plans for mid-yr conferences
  - profiles of members

## 2) standardize the selection/negotiation process for hotel

## 3) update paper on AO - send to Jack Kop &amp; get back

~~4) follow up articles in new~~

## 4) get paper from Jill on "How to run deer rowlers"

## 5) " " " " Dow " " " " " " room arrangement

## 6) " " " " IB " " " " " " registration

## 7) " " " " MAX " " " " " " program design &amp; selection

## 8) prepared envelopes for days end registration count, money, etc.

## 9) use of mailing list to support membership drive

## 10) extra incentives for paying dues in January - try sp on methods of prompting and/or incentives.

## 11) more systematic conf. evaluation form

## 12) get film festival in program - organize earlier - thanks to Hanna

## 13) paper from Hanna on "how to run the film festival"

## 14) exhibit area - how to organize what kind of exhibits?

## 15) pre-convention CEA institute - "How to run the CEA program" - letter of thanks

## 16) Organize "lunch w/ —" as an incentive? Lunch conversation wr w/ speakers.

1983 Nuts cont.

17) go after wider audience of business & industry, sport & teachers - Teacher CEU's ?? how to do?

Nursing CEU's

18) keynote speech is at 1:00 PM on Thursday - bus. meeting on Fri. 8<sup>AM</sup> - good time

19) report from hotel on no. of rooms rented - include in "report to president"

20) mailing list to publishers

FABA '83

N = 250 Pre \$7,500

1st Night (Wed) Cash \$450

Checks \$1100

→ \$1,550 N=37 \$1,550

2nd Night (Thurs) Cash \$832

Checks \$3295

\$4,127 N=95 \$4,127

\$5,870

~~Sub total \$13,177~~

2nd Night

+ N=3 + \$170

N= 98 \$4,290

+ 37 1550

+ 250 7500

385 \$13,390