



September 27, 2017

Julie Weishar, President-elect report

Convention planning: the following items have been done to prepare for the 2017 convention:

- Worked with the Convention Planning Committee to develop the At-A-Glance and Conventions highlights pages which were sent in August
- Worked with the Convention hotel on details such as room block, menu selection, AV needs, room set up, etc.
- Worked with Jennifer and Alyssa to send out email and social media messages about registration and convention information.
- Worked with Convention Planning Committee members to compile the Convention program to send to Anna for printing
- Planned the convention opening and worked with Melissa Entzminger to schedule guest speakers
- Worked with the Convention bureau in Peoria to provide packets for the conference
- Contacted potential sponsors
- Planned for opening session activities, raffles, President's reception, Past Presidents' reception and other details of convention.