

2022 WLA Conference Committee

December 13, 2021

Conference Call via Zoom

1. Call to Order: Elizabeth Albin called the meeting to order at 2:00.
2. Roll call: All present.
Elizabeth Albin, Chair
Elizabeth Thorson, Communications Advisor
Brian Greene, WSL Continuing Education Librarian
Nicholle Gerharter, Awards/Grants Liaison
Susan Parkins, Member-at-large
Megan Bratton, Member-at-large
3. Agenda: Changes or Additions: A change to the agenda was proposed – the date of the next meeting should be Monday, January 24, 2022, at 2:00 p.m. Adjusted agenda approved.
4. Discussion Items

- a. Introductions/Welcome:

- b. Dates/locations for WLA Conference 2022 and 2023:

Casper was the planned location for 2020, but the in-person conference was canceled.

Elizabeth Albin has dates reserved, but not signed for, at the Clarion Inn in Casper for 2022 and 2023. The Clarion Inn, formerly the Parkway Plaza, has renovated the meeting spaces and some rooms. Our room reservations would be in the renovated section. Librarians from Casper had toured the facility prior to 2020 and approved it as suitable.

The Ford Center in Casper is also an option, but it would be more expensive.

Jeff Collins, WLA President, will sign the contracts for the reservations after the Board approves the conference budget in January.

The group discussed possible dates, settling on September 28-30, 2022, and October 4-6, 2023, following the previous format of the first day as a pre-conference with a two-day conference. Elizabeth Albin will check with the Clarion Inn for these dates.

- c. Whova app for an in-person conference:

Susan has used the Whova app for an in-person conference in 2019 and found it useful. It was used for the 2021 virtual WLA conference. Pricing is dependent upon which features are used. She received a quote of \$1,279/year for up to 500 attendees, not including exhibitors. This quote is good until December 21st – rates will go up in 2022. She would be willing to be the app coordinator.

Megan noted that Visit Casper has given \$1,000 to the conference, with no spending stipulations, which may help cover the cost of the app. The conference budget is typically \$20,000-\$25,000 with usually under 200 attendees. The quote from the hotel two years ago for food, beverages, and room fees was \$7,400, which may increase to the \$9,000-\$10,000 range for this year. Registration fees and charging attendees for special luncheons will help cover costs.

Susan will talk to the Executive Board tomorrow, alerting them of the quote deadline and benefits of the app. If they agree, Jeff Collins can sign the agreement.

5. Other Business:
Discussion of meeting dates. Mondays work best for most.
6. Next Meeting: Monday, January 24, 2022, 2:00 via Zoom.
7. Adjourn: 2:48.