

**Michigan Chapter SLA
75th Anniversary Committee Meeting
Aug 20, 2003**

MINUTES:

1. **Logo final decision**

The anniversary committee decided to go with logo 3a. Kathy will notify John Rivard and forward copies of the logo to the anniversary committee and chapter board.

2. **The Event**

- GLRC Omnigraphics sponsoring afternoon break \$500
Western Mich chapter donated \$100
We will cover remaining amount \$100

Omnigraphics will provide large size cover art. We will print a paper banner for the cake table. Kathy will give a SHORT speech. Handouts will be available including details of the spring event.

- **Speaker**
Mrs. Bush's schedule is planned 9 weeks out, so the committee decided to write another letter asking her to be an honored guest. Paulette will contact the Governor's office to find out how far in advance Gov. Granholm's schedule is set.

The committee discussed other potential speakers including:
Economists: Swonk (Bank One), Littmann (Comerica), Cullen (GM)
Journalists: Crain (Crain's Detroit), Hutton (Free Press), Wendland
Library Speakers: Abrams, Arnold, Prime, Notess

- **Venue**
The committee decided to schedule all events at the same location rather than split events between two locations. The committee recommended either the Dearborn Inn or the Fairlane Hyatt. We have pricing for the Inn; Carol and Kathy will tour and price the Hyatt.
- **Budget**
Speaker honorarium/hosting \$2,000
Dearborn Inn: \$100 room rental, minimum \$35 per person for dinner
Appetizer pricing depends on selection and number of guests
Hyatt: To be determined
Henry Ford Anderson Theater (seats 600)
Approximately \$600 room rental, not including catering
Dearborn Cultural Arts Center (multipurpose room, 2300 sq ft)
Approximately \$600 room rental, not including catering

3. **Publications**

The committee decided to use powder/sky/pale blue paper for all anniversary related publications (invitations, program, bookmarks, other mailings). The logo will be printed in black ink.

Alice drafted an article for use in the first chapter bulletin. For the 2nd and 3rd bulletins, historical articles will be published as well as old photos and trivia questions. It was suggested that we ask libraries to submit old photos of their libraries for use in the bulletin and/or at the event.

Bookmarks publicizing the spring event will be mailed to members and available at meeting.

The committee plans to provide giveaways at the event for all attendees, costing approximately \$5 per item.

4. **Archives**

The next meeting at the DPL Burton archive will be Saturday, Sept. 20, 2003. Pencils only. Consider taking baked goods for the Burton staff.

5. **Publicity**

Committee is pulling together a mailing list for distributing press releases. Press releases are being drafted; waiting for more info about the event.

6. **Sponsorship**

Three levels of sponsorship have been developed. To simplify pricing, a 15% discount will be given to sponsors who choose more than one package. Sponsors will be contacted in early September by telephone, followed up by an email containing the pricing details.

7. **Membership mailing**

A mailing will be sent to the chapter members in late August. The mailing will include info about the GLRCV, anniversary info, chapter program preview, and a call for strategic planning committee members.

8. **Large group wrap up**

Next large group meeting: Wed. October 8, 2003

Sub committees may choose to meet in September as needed.