1. Gretchen has taken a position in Maryland and will be moving at the end of March. Thank you Gretchen!

2. Keynote Update:
   a. The Advocates for Immigration Rights proposal has been submitted, just waiting on final confirmation.
   b. Valerie Horton – should she be at the end of the day? Moved tentatively to after lunch and lightning rounds may be better at the end of the day

3. Deadline for lighting rounds is Monday March 6th – probably a lot will come in on Friday/Monday (1 so far, 6 are needed).

4. Happy Hour and Tour after event
   a. Estimate 20-30 attendees
   b. Tour at 3:30 and then happy hour at 4:15ish – Registration link going live March 9th

5. Networking activities (Gretchen) - Jill and Gretchen discussed a bit but haven’t chosen one yet. Most theme ideas center around building connections with each other and with communities. Table activities – thought bubbles, things that could be transferred to social media well (coming up with a hastag, posting, etc.) LEGO or puzzle activities too – bridges.

   Gretchen and Jill will continue to plan fun activities and marketing. Subheader is planned!

6. Breakout sessions – Frances
   1. Jami Trenam – library legislation, confirmed to lead breakout.
   2. Matt Lee (fake news and alternative facts) – Maybe
   3. Library futures – Maybe
   4. Contacting chairs of some subunits and offer options for breakout sessions.
   5. LSTA panel will probably be merged in with Lightning rounds as many were LSTA related
   6. Reader’s Advisory – give it a focus, not just general, engaging patrons in using reader’s advisory tools (ex. Book squad team(Lawrence Kansas), patron recommendations, staff recommends on Facebook, etc.)

   Stacey H. will email subunit chairs about breakouts. Stacey H. will email Matt, Frances will check with library futures.

7. Expenses might be smaller this year – could we offer a small fee for some of the breakout leaders (or mileage)? – look into that option. Some people are invited specifically for the breakout session – should we offer mileage and lunch to them? Keep in mind as budget is reviewed.
8. Frances will send Stacey H. the grant request template and Stacey will send out the requests to try to find funding for Springboard for the Arts. Stacy L. will confirm availability with Springboard for the Arts.

Frances and Stacey will confirm budget and venue stuff.

10. Stacy L. will help gather technology requests from speakers etc. (create a form for invitees to get all data) – does MLA use something similar?

11. Promotion – registration goes live on 3/9. Facebook and email blasts will go out then too.

Schedule should be finalized by March 8th.