



Conference Planning Committee Meeting #2

February 14, 2022, 11:00 am – 1:30 pm
Burnsville Office of WSB and Virtual via Zoom

In-person attendance: Matt Saam, Mark Erichson, Chris Petree, Bev Farraher, Heidi Hamilton, Monica Heil, Chris LaBounty, Luke Lortie, Eric Nelson, Mary Detloff

Virtual attendance: Sara Flagstad, April Crockett, Anna Bessel, Cristina Mlejnek, Mike Marti, John Mazzitello, Brad Henry, Jessa Trboyevich, John Powell, Toby Muse, Tom Thompson, Bridget Rief

Minutes taken by: Mary Detloff, Crescendo Consulting Solutions, Conference Planning Coordinator

1. Spring Conference On-Site Details

- a. New Grand View Lodge (GVL) menus expected by end of February
This will be put on our agenda for menu selection once new menus are available.
- b. History of lodging choices/expectations for room block
GVL has asked about the lodging expectations of likely attendees so those locations and specific cabins can be added to our room block. There are several specific lodging requests we expect from expected attendee groups and we want to make sure those requests can be accommodated. Mary will follow up with GVL and suggest they review past conference lodging assignments/requests so those specific cabins/locations are added to our room block.
- c. Reception locations with weather considerations, bonfire patio reservation
Wednesday and Thursday evening receptions just prior to dinner will be held on the Norway Deck or the patio between the Main Lodge and the lake. Both receptions will be outdoors, weather permitting. In the case of inclement weather, the receptions will be held in the Norway Lobby. Mary will follow up with GVL.

2. Final Fall Conference Financial Overview and Budget

The final fall conference budget was reviewed. Both income and expenses were higher than anticipated, with the final net profit to the chapter of \$36,260.21 also higher than budgeted.

3. Fall 2022 Conference Facility Task Force Update

Chris LaBounty provided an update on behalf of the task force (additional members Nina Stanley, Sara Flagstad, Mary Detloff). Several facility options were reviewed with all but a few eliminated from consideration for various reasons. A short list of conference facilities was shared with the committee: Mystic Lake Center, Prior Lake; Bloomington DoubleTree; and the Minneapolis Marriott Northwest, Brooklyn Park. Pros and cons of these three locations, including those who have attended events at these facilities, were shared.

Additional details from all three facilities have been requested by Mary and will be shared with the task force once received.

4. Review Preliminary Conference Agenda, Brochure Layout

A [preliminary conference agenda](#) was reviewed and updated as session topics and presenters were discussed. This will continue to be updated as additional sessions and presenters are finalized.

Four brochure layout options were briefly reviewed by the committee; [this option was selected](#). The [Minneapolis skyline option](#) was suggested as the brochure cover for the fall 2022 conference.

5. Committee Member Session and Presenter Updates

Specific follow up by various committee members and next steps for sessions and speakers is noted below. The [conference agenda](#) has been updated where possible.

- **BEV** – DEI Committee – Two 90-minutes Thursday sessions presented by Brain Skills at Work; fee of \$5000 plus expenses: “Fostering Inclusive Behaviors: Essential Skills for Managers, Supervisors and Leaders” and “Essential Inclusion Skills: Addressing Exclusionary Behaviors in Your Teams and Crews”
 - **ANNA** will ask about a sponsorship with MCES though sponsorship is generally an annual contribution (i.e., if spring sponsorship there may not be a fall sponsorship)
- **MARY, JOHN M** - Heide Stefanyshyn-Piper (astronaut) as Wednesday evening keynote. Fee is \$500 plus expenses. She will also do a local school outreach/STEM engagement activity.
 - **MARY** will follow up with Heide with our interest in using her as a Wednesday keynote.
 - The Public Awareness Committee is interested in a STEM/engagement activity at a local school during the spring conference. **JESSA** is liaison to the Public Awareness Committee and will work on organizing this element of Heide’s visit with the PAC.
- **CHRIS L., BRAD** - Tom Fisher, U of M design center director, to give closing session on “Pandemics and Public Works” (work will change, sewer systems, road systems, etc. will change; pandemics propel developments in process to be implemented faster).
 - Tom will present in person at GVL for a fee – **BRAD** will ask what his fee would be.
 - Tom noted he would also speak at the fall conference; no fee for fall conference in-person speaking engagement.
- **BRAD, TOBY** – MnDOT Update/Infrastructure Funding: To potentially include new MnDOT commissioner, state aid, agency updates, funding
 - **MATT** will reach out to April to see if she has suggestions re: commissioner and/or Kristine Elwood
 - **MIKE** will connect with Kristine
- **TOBY** - Mark Ray, FENCE consortium as possible Friday morning kick-off presenter. Toby will reach out to Mark.

Jessica Rector as a burnout and mind wellness speaker is on hold for the moment:

- **SARA, JESSA** - Burnout and mind wellness (Jessica Rector submission) – timely topic
 - The committee is looking at Mark Ray and the MnDOT Update/Infrastructure Funding presentations on Friday morning as a first option. If those options are not feasible, we could consider further fee negotiation with Jessica.
 - Our suggested fee of \$1500 plus expenses is lower than Jessica anticipated. Their response: Typically, our keynotes are around \$5,000 plus travel expenses. If that's not doable, let me know the best you're able to do, and I'll see how we can make it work. I know the message would really resonate with them, so I want to do our best to help bring it to them, so we can be a little flexible, if need be.

Other sessions and presenters that were explored but that have been removed from consideration for the spring 2022 conference include:

- **JOHN P, HEIDI** - Jack Uldrich – futurist, anticipating change, thinking strategically, future workplace/AI – jackuldrich.com. Future Trends in Construction: Seeing Beyond the Pandemic was presented recently. Available at reduced rate of \$10,000.
- **NINA** - Roger Haskett, futurist in transportation that Nina has mentioned in the past. Available for \$6000 + expenses for Wednesday keynote; other options available
- **MONICA, CHRIS L** - Marney Gellner, Timberwolves announcer. She does not do keynotes.

6. Service Project

Chris Petree is organizing the service project. The Northland Arboretum in Baxter/Brainerd has confirmed they will have a volunteer project for us – specifics are to be determined.

7. Next Meeting

The next meeting is scheduled for Thursday, February 24 from 11:00 – 1:30 at the Burnsville office of WSB or via Zoom.