AGENDA

Day One: Willow Room – Tuesday – August 28, 2018 – 8:30 a.m. – 4:30 p.m.

8:30 a.m. - Call Meeting to Order

• Invocation
• Welcome and Introductions – Mr. Erwin Pahmahmie and Ms. Margaret Zientek
• Treasurer’s Report – Ms. Lorenda T. Sanchez
• Theme Selection
• Committee Assignments/Planning Task List
  o Awards o Exhibits/Vendors o Resolutions
  o Banquets o Program Booklet o Social Activities
  o Drawing/Raffle o Recognition (Service) o Wellness Activities
  o Election/Site Selection o Registration o Workshops/Facilities
  o Evaluations o Remembrance

12:00 p.m. - Lunch (hosted) - Butterfields

1:00 p.m. – Reconvene

• Tour of Hotel
• Preliminary Conference Schedule (Grid)
• Set Agenda* for Day Two

4:30 p.m. Adjourn for the day

Day Two: Willow Room - Wednesday – August 29, 2018 – 8:30 a.m. – 12:00 p.m.

8:30 a.m. - Reconvene

• Follow Agenda* set on Day One

12:00 p.m. Adjourn