

**Subject:** AKLA 2012 Conf. Prelim Report  
**From:** Diane Ruess <deruess@alaska.edu>  
**Date:** Wed, 18 May 2011 18:16:16 -0800  
**To:** Mike Robinson <afmcr@uaa.alaska.edu>

Here ya go Mike,

#### AKLA 2012 Update

Most of the subcommittees for local arrangements have chairs in place:

Registration: Lyn Ballam

Exhibits: Karen Jensen, Laura Salisbury

Treasurer: Paul Adasiak

Silent Auction: Ingrid Clausen, Marit Vik

Evaluations: Flora Grabowska

Tours and transportation: John Kawula

Web Page: Ilana Kingsley

Diane Ruess, Anne Christie, Karen Jensen, and Laura Salisbury met with staff at the Westmark Fairbanks in early February to review space and other details about the hotel space. The contract for the space, dates, room rates, etc. was in place by that time. We have been soliciting ideas for a conference theme, have some good ideas and plan to have a local committee meeting at the end of May to discuss, brainstorm and try to finalize a theme along with ideas for a conference logo. There are a few additional sub-committees that need a chair but we expect this will be determined in the next month or so.

Diane and Anne C. met with a local conference planner to discuss what she might be able to do for our conference and discussed potential costs for her services. We are still determining if a conference planner will be helpful and/or necessary.

I've discussed work associated with the conference schedule booklet with those who have done this work in the past and have not been able to find someone willing to take this work on as yet, but am planning to consult with our graphic artist (Rasmuson Library) on what he could do for us in this

regard. This might be a good place to pay for professional services. I'll check into what this might mean and then discuss with the local planning committee.

We have a follow-up meeting with staff at the Westmark the last week of May to review details of facilities planning, rooms, equipment, meals, etc. and charges related to each. Budget planning is next in the works.

I think that's it for now. If any of you have advice to give at this point we are most happy to hear it!

Diane Ruess

Anne Christie

--

Diane Ruess  
Associate Professor of Library Science  
907-474-6349  
[deruess@alaska.edu](mailto:deruess@alaska.edu)