

7th International IPM Symposium Steering Committee Call

March 8, 2012

Next Call: March 22, 2012 11:30am ET / 10:30am CT / 9:30am MT / 8:30am PT

Participants: Margaret Appleby, Pete Goodell, Dawn Gouge, Rubella Goswami, Jill Schroeder, Brenna Wanous, Elaine Wolff, Bob Wright

Minutes:

*Please send additions, corrections and omissions to Brenna Wanous, brwanous@gmail.com.

1. Programs Committee Update (Dawn):

- a. Opening plenary speaker has been confirmed: Jill Schroeder co-presenting with Steve Bradbury
- b. Lost only one session (Chris Geiger's evening session), due to too much competition with the time slot
- c. Jim VanKirk and Carrie Koplanka-Loehr will co-present the IPM Voice presentation Thursday morning
- d. An evaluation has been created and is ready to be released immediately after the event
- e. The printed program that each attendee will receive will include:
 - i. Welcome letter from co-chairs,
 - ii. List of sponsors, exhibitors and contributors,
 - iii. General information about the event,
 - iv. Grid with sessions and meeting times/locations,
 - v. Poster titles and numbers,
 - vi. Author index
 - vii. Map of conference center
- f. A full abstract book will be available for download online
- g. Savings from not printing the entire abstract book for each attendee: approx. \$3,000
- h. There will be volunteers serving as session monitors during the event, to answer presenters' questions and provide technical support
- i. Registration desk will be on the same floor as concurrent sessions, and will open at noon on Monday
- j. There will be a QR scan code at the registration desk so individuals with smart phones can access the event app

2. Awards Committee Update (Pete):

- a. The committee has added names to each of the certificates, totaling about 150 names.
 - i. At the awards ceremony, one to two individuals from the group will accept the award and a binder with a certificate for each individual receiving the award
- b. Front tables will be reserved for awardees
- c. Janet has created a news release on the awardees, which will go out soon
- d. Elaine, Janet and Pete will proof the list of names and groups to include in the full abstract book
- e. Elaine will work with Pete on the seating arrangements and RSVPs for the luncheon

3. Poster Committee Update (Bob):

- a. Elaine and the committee are finalizing the poster abstracts for the book

- b.** Bob and Anastasia will put the numbers up on the poster boards on Monday afternoon or Tuesday morning

4. Finances/Exhibits Committee Update (Brenna):

- a.** The fundraising total is solidified at \$70,000.
 - b.** Elaine is finalizing the exhibitor booth layout and will confirm with exhibitors this week
 - c.** Leigh Presley (IPM Institute) will be present on Monday afternoon to help exhibitors help set up; Margaret and Rubella are also available to help

5. Registration Update (Elaine):

- a.** 590 registrations as of March 8
 - b.** A number of presenters haven't registered yet
 - c.** Last time, there were approx. 100 walk-ins and post-deadline registrants, so very possible to reach our goal of 700 registrants

6. Next Conference Call:

- a.** Thursday, March 22, 10:30 CT (will cancel if the call isn't necessary)