

RUTH ANN BEIDEMAN, CHAIRPERSON
SALLY BEAUMONT
JAMIE MAGEE
PENNY ORNDORFF
SCOTT PHILLIPS



LARRY SAVAGE
FRANCINE SHOCKLEY
FRAN SMITH
HELEN SMITH

Advisory Committee on Aging & Adults with Physical Disabilities for Sussex County

Conference Planning Subcommittee Meeting

March 21, 2016

A meeting of the Conference Planning Subcommittee of the Advisory Committee on Aging & Adults with Physical Disabilities for Sussex County was held on Monday, March 21, 2016, at the Sussex County Administrative Offices West Complex, 22215 North DuPont Boulevard, Georgetown, Delaware. The following members of the Advisory Committee were present:

Ruth Ann Beideman	Larry Savage
Michelle Griffith (non-voting member)	Francine Shockley
Jamie Magee	Helen Smith
Scott Phillips	

Other attendees included:

Katie Burritt	Barbara Spray
Anthony DelFranco	Katie Walker
Tom McGraw	Amber Woodland

Call to Order

Ruth Ann Beideman, Subcommittee Chair, called the meeting to order at 11:40 a.m.

Approval of Agenda

A Motion was made and seconded to approve the Agenda as posted. Motion Adopted by Voice Vote.

Planning for Annual Conference

- Ruth Ann Beideman provided each attendee a Conference Planning Checklist which should be brought to each Subcommittee meeting.
- Theme – The general theme of the 2016 conference, **Housing**, was discussed. This is a very broad topic that can cover many different types of housing and people in Sussex County. Amber Woodland pointed out that previous conferences have been



attended by the public interested in the particular topic being presented. However, housing is different in that it could include people who are homeless or living in substandard housing, and these people are not likely to attend a conference. Therefore, the thought is to aim the conference at the professionals assisting seniors and those with disabilities to obtain quality housing in Sussex County. After much discussion, Ms. Woodland suggested *“Ensuring Quality Housing Options for Sussex County Seniors”* as the theme for the conference.

- Date – October 19, 2016
- Time – 9:00 a.m. - 2:15 p.m. (same as last year) or 9:00 a.m. - 2:30 p.m. to allow for a 15-minute update from the 2015 conference on transportation.
- Format – Ruth Ann Beideman suggested keeping the format similar to last year's conference.
- Site – CHEER Community Center in Georgetown (same as last year).
- Cost of Tickets – Discussion was held regarding increasing the cost of tickets to \$7.50 or \$10.00 per person, since interest has been expressed in a better quality lunch. Ticket cost will be discussed again at the next meeting.
- Budget – Ruth Ann Beideman advised that \$3,000.00 (same amount as last year) should be available.
- Number of Vendors – For-profit 10, and non-profit 10.
- Cost of Tables:
 - For-Profit Vendors – \$200.00 (same as last year).
 - Non-Profit Vendors – \$50.00 (same as last year), unless an Advisory Committee member, then the cost would be \$25.00.

Next Meeting

The next meeting of the Conference Planning Subcommittee will be held on Monday, April 18, 2016, at 10:00 a.m. at the Sussex County Administrative Offices West Complex, 22215 North DuPont Boulevard, Georgetown, Delaware. Everyone is asked to come to the meeting with ideas regarding the cost of tickets, non-profit and profit vendor possibilities, panelists, the main speaker, and moderators.

Adjourn

A Motion was made by Jamie Magee, seconded by Katie Walker, to adjourn at 1:05 p.m. Motion Adopted by Voice Vote.

Respectfully submitted,

Helen Smith, Acting Secretary
Conference Planning Subcommittee