

RUTH ANN BEIDEMAN, CHAIRPERSON  
SALLY BEAUMONT  
JAMIE MAGEE  
PENNY ORNDORFF  
CATHY PARKER



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

November 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, November 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:

Sally Beaumont  
Ruth Ann Beideman  
Jamie Magee  
Cathy Parker

Scott Phillips  
Francine Shockley  
Helen Smith

#### Other attendees included:

Katie Burritt  
Anthony DelFranco

Katie Walker

#### Call to Order

Ruth Ann Beideman, Subcommittee Chair, called the meeting to order at 11:30 a.m.

#### Approval of Agenda

A Motion was made by Jamie Magee, seconded by Scott Phillips, to approve the Agenda as posted. Motion Adopted by Voice Vote.

#### Approval of Minutes

A Motion was made by Scott Phillips, seconded by Jamie Magee, to approve the minutes of September 19, 2016, as distributed. Motion Adopted by Voice Vote.

#### Critique of 2016 LIVE Conference

- Katie Burritt was asked to report on the evaluations received from conference attendees. There were 85 evaluations submitted indicating moderate to high



satisfaction in most areas. People seemed to enjoy the keynote speaker and the panelists. Some individuals commented that they enjoyed having the developers present and that the vendors were helpful. Ms. Burritt will compile the survey answers and email the results to Committee members, which will be discussed in more detail at the January meeting.

- **Future conferences**
  - Healthcare may be a topic for discussion, as there could be changes with a new President.
  - Ruth Ann Beideman questioned if the Committee thought that it might be beneficial to move the annual conference to the spring. That would mean there would be a conference in the spring of 2018, but no conference in 2017.
  - Anthony DelFranco proposed changing the name of the conference since people do not know how to pronounce it and there is a Life Conference that it is often confused with. Mr. DelFranco suggested that “Sussex Living Conference” might work better.
  - The question was raised if the conference should be scheduled for a half day, maybe 8:30 a.m. to 12:30 p.m., instead of running until 2:15 p.m. This timing would eliminate lunch and could allow for an upgraded mid-morning snack or possibly a breakfast buffet. Concerns were expressed as to whether vendors would object to a half-day conference and if the Committee would need to charge less.
- **Positive thoughts about the 2016 conference**
  - Very professional – the location and speakers were excellent.
- **Negative thoughts about the 2016 conference**
  - Food – Lunch was not upgraded. Some sandwiches had very small portions, the turkey was bland, there were no Granola bars, they ran out of diet drinks, and onions from the veggie wraps were so strong that the taste seeped into the cookies.
  - Time – The conference got off to a late start and a few speakers spoke too long. Fortunately, they were able to make up the time and still end at 2:15 p.m., but the schedule needs to be adhered to more closely in the future.
  - Registration – There was a group from Ocean Pines that had not registered. Some people signed up through Eventbrite and had a receipt, but their names were not on the list. Vendors had four to six people attending without providing their names.

- **Thoughts for next conference**
  - **Should the conference be held in the spring of 2018 instead of the fall of 2017?**
  - **Should the conference be scheduled for a half day?**
  - **Should the name of the conference be changed?**

#### **Next Meeting**

**The next meeting of the Conference Planning Subcommittee will be held on Monday, January 23, 2017, at the Sussex County Administrative Offices West Complex, 22215 North DuPont Boulevard, in Georgetown (following the regular Advisory Committee meeting). Committee members should come prepared to discuss when the next conference should be scheduled, whether it should be for a half day or full day, and if the Committee would like to change the name of the conference.**

#### **Adjourn**

**A Motion was made by Jamie Magee, seconded by Cathy Parker, to adjourn at 12:45 p.m. Motion Adopted by Voice Vote.**

**Respectfully submitted,**

**Helen Smith, Acting Secretary  
Conference Planning Subcommittee**