

**Tre Lag Stevne Steering Committee –
Joy’s Notes with Nancy’s Notes Added
Holiday Inn Alexandria
5637 MN-29, Alexandria, MN 56308 (320) 763-6577
October 21, 2018, Board Room, Noon-4:00**

In attendance: Joy, Dixie, Marilyn, Robert, Barry, Dick, Jim, John, Nancy P.
Absent: Nancy H.

Call to update the “Fellesraad database” with Tre Lag information about Alexandria.

- A. Review Current Membership List
- B. Review and Adoption of Agenda.
Agenda approved by motion, seconded, carried.
- C. Election of Officers and Specific Committee Assignments
 - a. Joy – Chair (can do for 2019, but not after due to move to retirement in Florida.)
 - b. Dick – vice chair
 - c. Ron – Treasurer
 - d. Nancy H – Secretary (Dixie to contact her to see if she wants to continue/give up either Secretary or Vendor Coordinator). Perhaps an alternate for Trønderlag?
 - e. Remove Betty and replace with Nancy Olson
ASSIGNMENTS: Most assignments stayed the same
 - f. Genealogy Lab coordinator: Marilyn Sorensen. (Do the by-laws specify the genealogist on the Board? No, just “3 members each lag”)
 - g. Catering – Leave under Joy; see if Dorothy Zimmerman would take over (work with hotel on menu for banquet & breaks; order lefse; Joy willing to train new coordinator)
 - h. Site selection committee: Robert, Dixie, Dick
 - i. Evaluations: John previously volunteered to take on; Nancy offered to be backup
 - j. Could Dorothy Zimmerman be involved, such as banquet planning?
 - k. Hardnager Klubb? Ginny Nelso/Anne Farming?
 - l. Publicity – John does not want to continue with this; ask Nancy Olson (Gud) or Shirley Schoenfeld (NHOH)
- D. Secretary’s Minutes of the Last Meeting: Dixie moved, Nancy P. seconded, approved.
- E. Treasurer’s Report
 - a. Review of Stevne Expenses:
 - b. Financial status and distribution of excess funds: No excess, we were short. Lags should make checks to the Tre Lag Stevne for their portion of shortage (\$33.47) we start the year with \$1800 (\$600 per lag). Send check to Ron, payable to Tre Lag.

- c. Audit – Joy will talk to Ron about setting up a process to get the audits done in a timely manner, possibly during the stevne. The bylaws may need to be changed.
- F. Discussion of Madison Hotels for 2020 stevne. Radisson and Marriott both easy to get to.
- a. Radisson – less expensive (\$119/night) but the more restricted space; rejected as choice
 - b. Marriot – much more expensive for guest rooms (\$133/night), but a better meeting facility
 - i. Dixie will meet with hotel staff clarify questions raised, could accept them with a contingency, conditional on final arrangement.
 - ii. Is major meeting room complimentary or \$750?
 - iii. What are AV costs? They offered a 10% discount
 - iv. Negotiate coffee prices (Last time Madison considered coffee was \$34/gallon)
 - v. Lower room block numbers. They have 15% slippage
 - 1. Marriot quote is for 70, 80, 70
 - 2. In 2017 numbers were approx. 61, 70, 61
 - 3. NOTE: Oconomowoc had low attendance due to distance. With room costs some people may chose to stay in other hotel.
 - 4. Don't forget a block of rooms for Tuesday.
- G. Date/location for 2nd TLSSC meeting:
 Saturday, January 26, 2019 10:30 Hudson Library.
 Need to ask Nancy to make arrangements.
- H. Review of Previous Stevne
- a. Review Attendee Evaluations – not available
 - b. Reports (what worked/what didn't)
 - i. Publicity – John didn't feel he got enough info out especially locally. Need a backup for next year; ask Shirley Schoenfeld or Nancy Olson. Peterson brothers from the area, teachers, talk about runestones?
 - ii. Genealogy – Presentation done in lab needed a microphone; people could not hear. May not be enough room this year for Arts & Crafts.
 - iii. Hospitality – major cost overrun on coffee
 - iv. Registration – went well as usual; consider using PayPal or eBanking for Non-Profits to take payments; many materials from visitors bureau left over – how to dispose of them? This year to be set up in the "Volleyball" area.
 - v. Vendors – most pleased with location for visibility and access; anecdotal evidence of profitability for vendors
 - vi. Tour – went well; wind farm was especially interesting; Spam museum was also a hit.
 - vii. Program: Opening ceremony and memorial; speakers/topics; tour, slide shows.
 - viii. Other: Movie Night technooogy hiccups to plan for, Evaluation Sheets need an address to send to if forgotten. Board Room could be for Hardanger Klubb or other specialty or General Displays.

- c. Stevne Site Selection Committee
 - i. Next Year: Madison 2020
 - ii. Following Year(s) Bemidji 2021

I. Stevne Planning

- a. Assignments and Responsibilities (See Steering Committee list)
 - i. What can Elaine help with? (Publicity; tour plan)
- b. Program Schedule (Budget related to schedule. Number of speakers at same time? Tour day? Special events in evening? Lab hours?)
- c. Theme: - see list
- d. Speaker suggestions – see list
- e. Tour(s) – see list
- f. Special Event(s)
- g. Entertainment – did not get to this topic
- h. Other: Publicity: Posters for libraries & public places? Genealogy: Family History centers or videos for Wednesday night from Family Search?

J. Adjournment