



Events Committee Notes

MSCOD ADA 25th Anniversary Legacy Project

January 20, 2015

2:00 to 4:00 PM

Location: MCIL Board Room

530 Robert Street North, St. Paul, MN 55101

Present: Craig Dunn, Margot Imdieke Cross (phone), Andrew Mosca, David Shaw, Joan Willshire, Jim Thalhuber (phone), Karen Quammen (phone), Anne Roscoe (phone), Linda Lingen, Jill Keen, Ken Rodgers, Jo Erbes

RFP Status for July 9th Conference

- Only heard from River Centre, whose bid of \$87,000 was much higher than expected.
- Andy, Linda, Margot, and Stu went there to assess accessibility issues.
- Bid was rejected. Problems included no fixed stage, no dressing rooms and not enough restrooms.
- MSCOD met with tpt and tentatively moved the event to a day TBD in October. This change moves all July 9th-related events to an October date
- Joan and Andy are meeting with Bill Hanley today to discuss.
- If approved, the live telecast would be from tpt studios, with the conference at a nearby venue.
- The change would save us \$20-30,000.
- October is also Disability Employment Awareness Month so with an October conference we have a stronger tie between the two, and our community is used to us having an October event.
- The committee likes the change.
- The change has no impact on grant funds.

- Joan: it allows us to add emphasis to the History Center event now that it's first.
- Ken: try to avoid Oct 1 and 21. Linda: try to avoid Oct 8. There are conflicting meetings on these days for groups that we would want attending our event.
- Committees will be contacted about other potential dates to avoid. We may not be able to avoid all of them depending on tpt's schedule.
- Joan: this change allows us more time to develop the brownbag lunch portion of the day
- The number of breakout sessions can now be increased due to the change. Andy and David will review past notes for ideas and send them out to the committee. Some organizations have expressed an interest in having their CEO's speak in a panel format for a breakout session.
- This change also allows more time and fiscal year planning for those donating

Tpt Documentary Update

- Interviews are being conducted, it will be ready by July.
- Draft of Gillette piece was reviewed by the Full Planning Committee.
 - It was rewritten by MSCOD based on the advice we received from committee members.
 - David Gillette didn't want a rewrite, but will shorten it to an acceptable length and resend to us for content review only.
 - Ken wants an idea of what the accompanying drawings will be.
 - Jim: we need to show trust of David's work.
 - Ann: remember, this is just one piece of a greater whole.
 - We ultimately have no creative control.
 - Andy: they will fix offensive content.

Work Plan Update/History Center Update

- We can focus more on History Center details because of the conference date change.
- Andy, Linda G., and Joan met with Wendy Freshman, and determined that further discussions with Wendy Jones are needed. Task: Andy will call her.

- Hmong Family Day on 3/7/15 may be worth attending to see a similar event.
- For February's agenda: discuss whether sponsors could display at the October event.
- We need an event program and a 3M Theater program.
- VSA to plan an activity.
- Karen Quammen will help recruit volunteers.
 - History Center provides about 20 volunteers.
 - Volunteer training in June or early July.
 - Jo: remember alternative forms of communication other than ASL.
 - Linda: we need sighted guides.
- Task: Andy will send to the committee the items related to the History Center from the work plan soon so we can start to think about task distribution.
- Craig is organizing list of possible performers, and will contact Upstream Arts.
- Task: Joan: look into parking lot availability at DOT and transportation to and from MNHS.
- Patio use is dependent on weather; otherwise the 2nd or 3rd level can be an alternative.
- Golf carts for transportation?
- Auditorium: no update, limited accessibility.
- Joan: Are there TVs throughout the History Center? Task: Andy will find out.
- Craig: be careful of the impression given to nondisabled attendees; if we have medical equipment or other assistive technology displayed let's balance that with positive displays as well.
- Ken: Can we pursue vendors with disabilities or that serve the disabled community? Coborn's, Global Market, etc. Task: Ken will get a list.

Fundraising Update

- Things are pending. The date change of the July 9th conference could help.
- Jo: where are funds going? Andy: focus has been on the conference, but credit to donors is given for both events.
- Medical Equipment companies could display in October.

Other items

- MNHS ad needed by Feb 3 for their magazine, which goes out to their 22,000 members.
 - Tagline?
 - Incorporate documentary.
 - Jo: can we have an article on the previous page?
 - Use the Hmong ad as a template.
 - Task: This is an issue for the communications committee.
- Joan: we might pay artists to design artwork, due to lack of contest entries.
 - Task: Craig will check with Dan Reed before we do a call for artists.
- Survey:
 - 140 responses to date; 1300 desired
 - Open deadline
 - Will be brought to various conferences.
 - PRI requested paper copies.
 - Task: Jo/CCD will help distribute.
 - Mailings with stamped envelopes for return will be done
- Contracted with Sarah Parker, who drafted a communications plan last week.
 - The plan must live on after ADA activities.
 - Once Joan approves the plan, it will be made available to the Communications Committee and others

Next Meeting

- Next Meeting is Tuesday, February 3, 2015, 2:00 to 4:00 pm, location TBD



The Minnesota Historical and Cultural Grants Program has been made possible by the Arts and Cultural Heritage Fund through the vote of Minnesotans on November 4, 2008. Administered by the Minnesota Historical Society.

For a list of our partners in planning all 25th ADA events and activities, please visit <http://www.disability.state.mn.us/ada/our-partners/>