



Events Committee Notes

MSCOD ADA 25th Anniversary Legacy Project

March 3, 2015

2:00 to 4:00 PM

Location: MCIL Board Room

530 Robert Street North, St. Paul, MN 55101

Present: Craig Dunn, Andrew Mosca, David Shaw, Hilary Hauser, Linda Lingen, Emily Janssen, Martha Hage, Jim Thalhuber, Jill Keen, Linda Gremillion, Marie Koehler, Cindy Tarshish

Action Items – History Center:

- Craig – update on performers, no progress. Five or six groups indicated interest. Ted Brown, Bold Choice Vocal, Jimmy Hansen, Rebecca Cragness, Treading North
- Craig – Was Upstream Arts contacted? Not yet, need to figure out activities
- Can-Do-Canines – does anyone have a connection? Marie has a connection. Noon to 2, 2 to 4.
- Marie – coordinator for interpreters, CART etc. Linda G will coordinate with help from Marie
- Andy – contact McNally for technicians. No longer an issue.
- Ken – do you have a list of businesses from previous efforts? No updates.
- Andy and Linda – to work with History Center re: artists selling their work. Pending. Does HC take a cut? If so, MSCOD will pay and not artists.
- Joan and parking at DOT. In progress. We will check on DHS
- Andy – check with Linda to confirm \$ for performers.

History Center Planning – layout of the day & logistics

- History Center is currently focused on Hmong event on Mar 7. All invited to attend free event, it is similar to our event. It will be easier to work with them after. Working with Karen Q regarding volunteers.
- Craig working to determine performers.
 - Began a spreadsheet to identify candidates.
 - Identified by race, gender, location, disability.
 - Skewing more towards metro and suburban, need more geographical diversity.
 - 12 available slots, 3 per hour, 15 min per act.
 - One confirmed, singer songwriter/pianist, has cognitive disability.
 - Craig needs to know what MSCOD can pay. He said \$75 to \$100 is normal. Linda G, we can afford this.
 - Bold Choice Theater from Duluth, we may need to chip in mileage. No more than \$150 total.
 - Martha suggests young dance, Craig has considered them.
 - Ideas: student group from Metro Deaf School, Ted Brown, Rebecca Cagnes, Alex Sweezy, Loch Tran, Carey Thomas, Diedrich Wiess, Jimmy Hanson, and more. Known to VSA.
 - Need to figure out contract info; Linda G will lead this.
 - Jeff Smith: blind magician, but needs to be indoors.
 - Mark Erickson: Native American drummer, could kick off half hour presentation.
 - Stage to share stories, interspersed with known storytellers. Leslie Orr, Pete Figel, others. Maybe ten minutes each. Andy: we can't manage much more than that.
- Marie: we need handouts for the day and they will need to be accessible.
- Craig, we need to rely on Wendy to let us know if we are overdoing it.
- Marie, what is typical attendance for this type of event on a Sunday? Linda G, they said around 400. Not sure what our additional draw could be. Uncharted territory.
- Need to emphasize on all advertising the events are FREE.

- Hilary, can we ask Can Do Canines and other similar organizations to come in and demonstrate services? Everyone likes this idea. (Is there anyone with a connection?)
- Craig needs to call Upstream Arts to see if they can help with hands-on activity.
 - Linda, it cannot just be visual.
 - Hilary suggests demonstration of living with certain impairments such as dyslexia.
 - Linda L, it could be too stressful especially for kids.
 - Cindy, it would need to be accompanied by disability etiquette training.
 - Marie, we can give out fact sheet, with large print and braille. Hilary, barcode throughout HC that links to resources.
 - Linda L, bill reader.
- Martha, main event? Craig, governor and speakers reflecting on ADA signing, probably on 3rd floor, twenty minutes.
- Cindy, we need photographer and videographer. Linda G knows people, but it comes down to money.
- Auditorium video accessibility is limited
- Marie, we need interpreters, CART, etc. Linda G helping. Marie knows possible coordinator. This is separate from Karen Q.
- Linda G working on budget, presenting to Joan.
- Alex Bartolic interested.
- When do people come in to set up? (Sunday morning as there is a wedding Sat night)
- HC provides sound technicians. We can talk to McNally Smith for in-kind tech contribution.
- Andy, we submitted info to History Center for ad but have no artistic control over the ad.
- We are rewriting the Save the Date card for handouts at future conferences. (Soon to be set with new branding)
- Andy has talked to companies about volunteers.

- Linda L, people in partner orgs want to volunteer. We are not concerned about a shortage of volunteers.
- Vendors, info booths.
 - Linda G, we will invite vendors to both events.
 - Working with Karen Q, who is connected to BLN.
 - Cindy, if we charge vendors, lower fee for nonprofits.
 - Harder for nonprofits and state agencies to have a booth on a weekend.
 - Jill, her agency (Dept of Human Rights) would be interested.
 - Andy, our understanding is that we can charge vendors, need to confirm with Wendy Jones.
 - Need to get business list from Ken.
 - Cannot just be medical companies; we need successful business presence.
 - Marie, maybe we should recruit employers who hire people with disabilities.
 - Andy, in Oct, BLN job fair will be a part of the conference.
 - Oct vendors have option to be at both events.
 - Oct has employment theme, July is celebration.
 - Hilary, can artists with disabilities sell their work? Committee reaction was very positive. Could ask for small fee. Art fair idea will have subcommittee led by Hilary. (History Center says yes but we need to work out financial details with the History Center Store that normally takes a % cut)

Tpt Documentary & live telecast update

- Telecast is one hour, keynote, performer, proclamation, clips of documentary.
- Documentary is half hour in length and will serve as a breakout session at the conference.
- Telecast broadcast in same room where people eat, but people may be done eating by then.
- Keynote speaker will be at tpt studio.
- Another RFP in process for Oct venue.

- Close to being posted. (Bids to be opened March 31)
- Hopefully at Crowne Plaza. (Turns out, no.)
- 4 months for RFP desired by those in charge, they understand we do not have that window.

Fundraising Update

- UCare and Lutheran Social Services had not been communicating with MSCOD but each committed \$5,000.
- 5,000 committed from Allina.
- In-kind printing service from MNCorp, other in kind from Alex Bartolic.
- Connection with BLN gives new fundraising opportunities.
- MSCOD joined St. Paul Chamber. Opportunity to submit articles about our mission and events and partners in their biweekly newsletter to 13,000 members. Andy will start attending their events and will make connections with other members.
- Joan worked on securing parking ramp at DOT for parking for Mn Hist Center day.

Other items

- Discuss whether sponsors could display at the October event.
 - Sponsor is anyone who donates money or time (in-kind donations.)
- Action items will be first agenda item next meeting.
- Define new action items

Next Meeting

- Next Meeting April 7th, 2 to 4pm, same location



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/>.