



## Australian Library and Information Association

### South Australian Library Technicians

#### 2009 Conference Committee

Meeting 18/4/2006

Held at the Royal Hotel, Kent Town

1. **Meeting commenced** at 6:15 pm
2. **Attendance** : Terri Pamment (ALIA SALT Convenor), Angela Jones (Secretary), Sarah Townsend, Paul Wallace, Grace Romeo, Margaret Unsworth, Jane Sellwood, Kellie Wigley
3. **Apologies** : Kathy Sampson (Convenor), Amanda Colbert (Treasurer), Jacque Zagotsis, Merridy Rady, Kathy Sharrad, Marion Fielke, Kathy Dewar.
4. **Business** : Terri has received the same information which Kathy Sampson received from ALIA -“Guidelines for management of ALIA Conferences” and will send copies to all who attended. It is important that we all read these before going any further. **ACTION** Terri will set up an email list and send the website for 2007 Conference to all interested parties.

Angela repeated that we have received offers of help from those who ran the Conference in Sydney last year, and those who ran the last Adelaide Conference. **ACTION** Terri will liaise with 2005 Conference Committee, and share this information with our group.

List of responsibilities required and offers by the Committee :

- Secretary - Angela
- Treasurer/Registrar - Amanda
- Tours/Social functions - Sarah
- Accommodation - Kellie
- Venues - Paul
- Caterers - Paul
- Exhibitions/Sponsors – Amanda?
- Marketing/Advertising/Publicity - Jane
- Speakers - Margaret
- Printing/Web design/Database set-up - Terri

**ACTION** Angela to send tonight’s minutes to Terri to send to rest of group.

5. **Meeting closed** at 7:20 pm
6. **Next meeting** : Tuesday 20<sup>th</sup> June, 6pm at same location.