District Conference Meeting

September 26, 2022, 7 pm

Attendance: Vicki, Pam W., Ken, Herb, Barb, Deb Rinehart, Rene-Paul, Kathy K., Susanna

A/V Package: **From:** David Steele <[djsteele@intradatech.com](mailto:djsteele@intradatech.com)>   
**Sent:** Monday, September 26, 2022 5:56 PM  
**To:** [vzimmer@ptd.net](mailto:vzimmer@ptd.net); Herb Smith <[hondaman21740@gmail.com](mailto:hondaman21740@gmail.com)>  
**Subject:** Conference Meeting Note

Hello Vickie and Herb,

I won’t make the meeting tonight – Long story.

SORRY.

My status:

I went to email Eric at the Penn Stater and it bounced back – so I called twice and left message for him to call me – no response.   My questions were around the room setup and what to confirm what is included.       It sounds like everything is included for general A/V.   I personally don’t like the general A/V setup but I’m also spoiled.

I was able to put together some rough estimates for your meeting:

**$4,000.00 – Intrada Audio and Video**

                Audio System / Full Wireless Package and Podium Setup

                Video System / Connection and Delivery of content to the big projection screen

                We can even handle the DJ with some karaoke crap in the evening

                That includes the staff to run it – Me / 1 Tech / Haywood just is part of the package

**$2,400.00 – Lighting Rental** – This would be a good/fun show.

                6 light trusses rising 10’ with movers on top – just straight up

                18 par cans for color – lots of color – mounted on different trusses throughout the room

                2 par strips to light up the Rotary banner under the big screen

600 miles travel and $80 just in tolls.

Extra man power on Saturday

This is hopefully at cost – still waiting on final quotes from the rental company

We could go with less lights but that room is BIG / ceilings are 22’ / you need a lot of lights to make it work.

**$2,000.00 – Streaming**

                2 cameras / streaming to Facebook and YouTube

                Create and prep all filler content

                Mobile Camera for running around and talking to people

                Help team with a social push and engagement via social both in person and remote people

                1 more team person running the cameras

                Need a hardline from the hotel – I think $60.00 per night.

I struggle with this because I love quality A/V. I think its key to a successful event. If you hired me as a professional - I would push you to create an experience for the attendee. Good Sound so people can hear without struggling that grabs and sets the mood.  Video that continually tells a story and pulls you in to the next agenda item.  And lighting that creates the atmosphere of I’m part of something really special.   But to most people – that is all crap, undervalued, unnecessary and I understand that.

So you just need to make a decision and tell me what you want and how much I have to work with. I usually don’t move the trailer for less then $10k a night anymore except for Rotary and a few non-profits.

As always for our district – the cost are to cover staff, staff expenses and equipment onsite.

All pre-programming and my time is donated – if you do all (3) sections – I expect I will have about 100 hours of prep at N/C.

Sorry I can’t make it tonight – maybe it would be better I let you guys talk it through.

And if you want to use all this Friday night – I believe I can make that happen.

OH – CHARGE MORE – Don’t undervalue the conference.     People are paying more for special night out then your charging.

David Steele, Partner

[djsteele@intradatech.com](mailto:djsteele@intradatech.com)

570-321-7370 – C 570-419-6753

Committee felt the streaming cost was too much. Will choose a different avenue to send it out.

District Conference

Agenda Draft

Saturday

Breakfast – On your own

8:00 am Registration

9:00 a.m. Exchange Students in Breakout Room

9:00 a.m. House of Friendship open (Displays & Memorial)

9:00 – 9:15 Open Conference—Housekeeping – James Haywood

9:15 – 9:30 Intro – Vicki

9:30 – 10:00 President’s Rep -

10:00 – 10:30 Business meeting -

10:30 – 10:45 4-Way Test Speech Contest – Art Leach

10:45 – 11:30 Student Exchange Program

11:30 – 11:45 Break

11:45 - 1:00 Lunch – Garden Room

1:00 - 1:15 p.m. Jared’s Box – Cindy

1:15 – 2:00 p.m. Jared’s Box – Breakout Room – packing

2:15 – 3:00 p.m. Membership – Dana

3:00 – 3:25 p.m. Youth and Peace in Action - Jack Richford

3:25-3:30 pm Polar Plunge ad

Break until 5:30 p.m.

5:00 – 6:00 p.m. – College of Governors Reception/Meeting – Mt. Nittany Suite

5:30 – 6:00 p.m. Cocktails and light hors d’oeuvres

6:00 - 8:00 Dinner and Murder Mystery

8:00 – 10:00 Dancing

8:00 p.m.?? Hospitality Suite – Mt. Nittany Suite

Sunday

9:00 a.m. Continental breakfast

9:30 – 10: a.m. President’s Rep

10:00 – 10:45 a.m. Awards - Dana

10:45 - 11:00 a.m. Closing - Vicki

Susanna has table tents for clubs who are donating baskets. She also has tickets for give aways and 50/50.

Pam W. Foundation Dinner:

Registration: 4:30 pm Colleen and Deb R.

Cocktail hour at 5:30 – 6:20pm

Welcome/Four Way Test/Invocation - 6:20 – 6:30 pm

Dinner 6:30 – 7:45

Speaker at 7:45 – 8:15 pm

Final bids 8:15-8:30 pm

Awards Dana/Silent Auction closes 8:30 pm

Silent Auction Results, 50/50, Centerpieces and payment

Will have nametags with lanyards

Barb to craft a message to the clubs for Phil to suggest using USPS boxes to return ticket stubs and checks to Phil.

Who is doing the booklets – printer in Martinsburg

Jared’s box – sponsors for all 300 beanie babies, Martinsburg club and interact – coloring books and crayons, books from the donor Children’s Center, 168

Slinkys from the Slinky company, we need 132 other items to fill in for the Slinky’s to total 300 items of that sort.

Need to shore up the President’s Rep.

**Next meeting: October 3, 2022 7pm**

Children’s Center, volunteers, Pam to get answers to physical plant, need to start laying out the program.

Get Foundation Dinner agenda, bios for speakers, selling ads for the foundation/District Conference program. Printer needs final copy by Nov 4. Sooner we can get the mock-up. Maybe set Oct 31 as deadline to get to printer.

Need an email for the raffle baskets.