Things to talk about:

Conference services hasn’t been responding; Tony will go up to the offices in person to try to get answers about that stuff.

-Hotels, parking are tied into that so we can’t make any progress on that until then.

-Tony will put together a cost per person for different options

Fundraising: total is over 10,000

-thinking about how to spend that extra money

-we need to figure that out sooner rather than later for registration costs

Things to do before February 24:

-Conference services: figure out a per person cost for different projected attendance levels

-Figure out registration cost per person

-Add Thursday cocktail hour as an optional thing (for numbers)

-Web form for registration

-using code/questions from Western

-Kelsy is working on PDF call for abstract open

-Abstract submission: not judging quality of abstracts

-some flexibility in length of the sessions

-warning message in abstract submission about getting to double check stuff; -spell out symbols in brackets

-Website content

-abstract instructions—250 word limit; Sara

-talk/poster—sara

-accomodation- Tony

-T-shirt: white printing on green shirts

-Ask Tony about UoG registration thing

-Save the date stuff

-Additional promotional stuff

-registration bit coin option