

**NCLA Conference 2005 Committee**  
**Report to the NCLA Executive Board**

**October 15, 2004**

The Committee met on August 27, 2004, at the Adams Mark hotel in Winston-Salem. Members of the Adams Mark staff provided the Committee with a tour of the hotel and the Convention Center and discussed various issues associated with the 2005 Conference.

The existence of a Conference Planning Handbook and Annis Barbee's handbook for the sections & roundtables on conference planning were noted, and Committee members were encouraged to use these to help with the various aspects of the 2005 Conference. The Conference budget and time line were also discussed.

The Committee suggested several ideas for Conference themes and finally settled on "Your Library: The Place to Be." Robert will recommend this theme to the NCLA Executive Board at its October 15 meeting.

The next meeting of the Committee is scheduled for November 19 at Wake Forest University

Members of the Committee include:

- Robert Burgin, Chair
- Wanda Brown, NCLA Store
- Robert Busko, Site Selection 2007
- Bao Chu-Chang, Webmaster
- Dale Cousins, Program Co-Chair
- Jeanne Crisp, Program Co-Chair
- Steve Kelley, Exhibits
- Debbie Lambert, Local Arrangements
- Susan Smith, Placement
- Andrea Tullos, Registration
- Veronica Walker, Publicity
- Kim Parrott, Budget and Administrative Support

Robert Burgin, Chair

## **Site Selection, 2007 and 2009 NCLA Conferences**

### **Report to the NCLA Executive Board**

**October 15, 2004**

Robert Busko, the Site Selection chair for the NCLA Conference 2005 Committee, issued a Request for Proposals for the 2007 Conference to various convention centers around the state. Robert Burgin, chair for the NCLA Conference 2005 Committee, followed up with several sites. We received six responses:

- ✓ Greensboro was not interested in providing a proposal.
- ✓ Raleigh was not able to provide a proposal for the 2007 Conference due to construction of a new civic center. However, Raleigh did express interest in 2009 and beyond.
- ✓ Charlotte provided a proposal for the 2007 Conference.
- ✓ Greenville provided proposals for the 2007 and 2009 Conferences.
- ✓ Hickory provided proposals for the 2007 and 2009 Conferences.
- ✓ Winston-Salem provided proposals for the 2007 and 2009 Conferences.

A summary of the four proposals is attached.

Robert Burgin, Chair

### Costs

Location	Hotel Rooms	Exhibits	“Total Cost” Per Year
Charlotte (2007 only)	<p>460 room-nights at the Adams Mark @ \$99 per night = \$45,540 + \$6,148 (13.5 % tax) = \$51,688</p> <p><i>Total = \$51,688</i></p> <p>Marriott declined to make a proposal</p> <p>Westin will not commit until 1.5 years prior to event but suggested rooms in the neighborhood of \$167 per night up</p>	\$13,500	2007: \$65,188
Greenville (2007 and 2009)	<p>230 room-nights at the Hilton Hotel @ \$114 per night = \$26,220 + \$3,409 (13 % tax) = \$29,629</p> <p>230 room-nights at the City Hotel @ \$109 per night = \$25,070 + \$3,259 (13 % tax) = \$28,329</p> <p><i>Total = \$57,958</i></p>	\$7,900	2007: \$65,858  2009: \$65,858

### Costs

Location	Hotel Rooms	Exhibits	“Total Cost” Per Year
<p>Hickory (2007 and 2009)</p>	<p>80 room-nights at the Park Inn @ \$99 per night + \$1,030 (13 % tax) = \$8,950</p> <p>140 room-nights at the Marriott Courtyard @ \$89 per night + \$1,620 (13 % tax) = \$14,080</p> <p>100 room-nights at the Holiday Inn @ \$82 per night + \$1,066 (13 % tax) = \$9,266</p> <p>60 room-nights at the Hampton Inn @ \$77 per night + \$601 (13 % tax) = \$5,221</p> <p>81 room-nights at the Fairfield Inn @ \$75 per night + \$790 (13 % tax) = \$6,865</p> <p><i>Total = \$44,382</i></p>	<p>\$7,500</p>	<p>2007: \$51,882</p> <p>2009: \$51,882</p>
<p>Winston-Salem (2007 and 2009)</p>	<p>2007: 461 room-nights at the Adams Mark @ \$125 per night = \$57,625 + \$7,491 (13 % tax) = \$65,116</p> <p><i>2007 Total = \$65,116</i></p> <p>2009: 461 room-nights at the Adams Mark @ \$138 per night = \$63,618 + \$8,270 (13 % tax) = \$71,888</p> <p><i>2009 Total = \$71,888</i></p>	<p>2007: Approximately \$13,370</p> <p>2009: Approximately \$14,035</p>	<p>2007: \$78,486</p> <p>2009: \$85,923</p>

**Notes**

Location	Hotels	Meeting Rooms	Exhibits	Other Notes
Charlotte	<p>Adams Mark is a long walk from the Convention Center</p> <p>Westin would not commit until 1.5 years prior to event</p>	<p>Tuesday preconferences would be held in the hotels</p> <p>Wednesday through Friday, Charlotte Convention Center – either the east or west wing meeting rooms (free)</p>	<p>Charlotte Convention Center; 40,000 gsf</p> <p>Charlotte Convention Center will not commit until 2 years prior to event</p>	
Greenville			Greenville Convention Center; 29,000 gsf	Assumes 2007 and 2009

**Notes**

Location	Hotels	Meeting Rooms	Exhibits	Other Notes
Hickory	<p>Also available:</p> <p>Fairfield Inn, 27 more rooms @ \$75 per night (\$75 for 2009)</p> <p>Comfort Suites, 115 rooms @ \$64 per night (\$62 if both 2007 and 2009)</p> <p>Ramada Inn, unspecified number of rooms @ \$60 per night (\$56 if both 2007 and 2009)</p>	Hickory Metro Convention Center	Hickory Metro Convention Center; 25,600 gsf	<p>Assumes 2007 and 2009</p> <p>(For 2007 only, exhibit rental = \$8,700)</p>
Winston-Salem		Rooms in both the hotel area and the Convention Center	Benton Convention Center; 28,000 gsf	