

# Conference Café

EUS Continuing Education Department Newsletter

March 2007

*The Conference Café is a newsletter for EUS ACSs and HPSCs providing articles on different aspects of conference planning, with the emphasis on simplifying wherever possible. Please let us know if you cannot view this newsletter, have suggestions for future articles, or any other questions, by emailing dbaier@mac.com.*



## The Global Strategic Planning Summit (GSPS)

The Global Strategic Planning Summit (GSPS) will be held in Chicago from July 18-20, 2007. The GSPS is replacing the International Mastery Symposium (IMS) and World Assembly. The GSPS is open to all Leaders and administrators and will open on Wednesday morning with a general session. Michael Brandwein will present the opening, followed by Josh Bernoff (*Marketing*), Anne Hutton and Marcia Lutostanski (*Strategic Plan*), and Joel Getzendanner (*Agreements*).

There will be time slots for Division/Department time Wednesday afternoon and evening, and participants will have the option of choosing Open Space sessions or Division/Department sessions throughout the day on Thursday. All participants will once again come together on Friday for the closing of the GSPS, with the International Conference opening ceremonies starting that evening.

Short of scheduling meeting time all day and evening, we have tried to take advantage of every moment we can sneak in together, which includes planning some sessions during the open space time that can be visited by anyone. One of these is a Team-building session which we encourage all Team members to attend together. We hope in this brief time together to present tools for Teams to work together effectively to meet the goals of each department and support each other.

We realize it is a big commitment of time and resources to attend the LLLI Conference and training days all in one trip - and it makes for a long absence from family who do not attend. There has been discussion of these issues on our chat list, and I would like to again state the fact that if your Area is funding you to attend the conference and/or summit and you have to choose between them, the

In This Issue ...

GSPS Agenda



*We hope this newsletter will simplify the conference planning process, enrich your time as an ACS or HPSC, and bring more joy to the work you do.*

*So pour a cup of tea or spiced cider, put up your feet, and please enjoy a break on us as you read!*

*Warmly, the EUS  
Continuing Education  
Department Staff*

## Best wishes on the Spring CE Events!

Joan Reeve ..... & Sue Malone, co-ACSs	MA/RI/VT.....	March 24-25
Elizabeth Dunaway, HPSC .....	AL/MS/LA.....	April 12-13
Rhonda Harris .....	KY/TN .....	April 13-14
Nora Slanski, ACS .....	Connecticut.....	April 13-15 & Susan Forrester, HPSC
Laura Chisholm, ACS .....	Georgia.....	April 13-15
Teresa Vinisky, ACS.....	Penn-West .....	April 27-28
Peggy Pak, ACS .....	New Jersey.....	April 20-22
Suzanne Weeldreyer, ACS .....	Michigan .....	May 11-13 & Marilee Woodworth, HPSC

*"Spring is when life's  
alive in everything."*

*—Christina Rossetti  
(1830-1894)*

ethical thing to do would be to attend the summit, since that is training that relates to your Area job directly. We wish you didn't have to choose between them, and hope most of you can attend both, or at least a part of both.

Thanks to all of you who submitted topic suggestions; I think we incorporated all of them—and more. So without further comment, here is the agenda. 😊

## Global Strategic Planning Summit (GSPS)

# Continuing Education Department Agenda

Wednesday, July 18, 2:00 - 6:00 pm

Thursday, July 19, 8:30 am - 12:30 pm & 2:00 - 6:00 pm

Friday, July 20, 8:30 - 10:30 pm

<p><b>Wednesday, 7/18</b> 2:00 - 3:30 pm</p> <p><b>SO: Focus on mother-to-mother support</b></p>	<p>Balance your program</p> <p>Pizzazz</p> <p>Engaging families, dads, and teens</p> <p>Family-friendly food options</p>
<p>4:00 - 6:00 pm</p> <p><b>Money— The bottom line that supports ALL SOs</b></p>	<p>Budgeting and using the new forms - hands-on</p> <p>Comparing budgets (% of revenue to major expense categories)</p> <p>Speaker contracts - W9 forms &amp; money (what about Canadian W9?)</p> <p>Tips on negotiating with facilities (hotels, conference centers, etc.)</p>
<p><b>Thursday, 7/19</b> 8:30 - 10:30 am</p> <p>OPEN SPACE</p> <p><b>SO: Build volunteer network</b></p>	<p>TEAM - all departments meet (except LAD)</p> <p>Working together, supporting each other, building rapport, effective communication, meetings, chats ...</p> <p>ACs work with Team - how you support and are supported</p> <p>ACLs work with Team - how you support and are supported</p> <p>APLs, ALLEs, CSIs, AFCs work with Team - etc.</p>
<p>10:45 am - 12:30 pm</p> <p>OPEN SPACE</p> <p><b>SO: Build volunteer network</b></p>	<p>Building your team - conference workers, what rubs arms, ripples of support, what jazzes people, making connections and being inclusive</p> <p>Providing what is needed to empower volunteers</p> <p>How to use Google accounts to manage calendars, lists, chats</p> <p>Using Yahoogroups chat lists and file sharing capability</p>
<p><b>Lunch Break</b> 12:30 - 2:00 pm</p>	<p>RCA/ACS/HPSC lunches by Region</p>



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*"Listen, can you hear it? Spring's sweet cantata. The strains of grass pushing through the snow. The song of buds swelling on the vine. The tender timpani of a baby robin's heart. Spring."*

—Diane Frolov & Andrew Schneider,  
*Northern Exposure, Wake Up Call, 1992*



<p>2:00 - 3:30 pm</p> <p><b>SO: Build LLL credibility to be the first referral from HCPs and health agencies</b></p>	<p>HPSs - How to, necessary components, making them profitable and well attended, CMEs</p> <p>HPSCs - support relationships and materials</p>
<p>4:00 - 6:00 pm</p> <p><b>SO: (Above AND) Build LLL awareness among mothers, mothers-to-be and the general public</b></p>	<p>CEU/CERP—Checklist for CERPS, references sample, sample of correct Area forms, presenter credit listing, syllabus</p> <p>Getting vendors and advertisers - strategies for success</p>



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*“A kind word is like a spring day.”*

*—Russian Proverb*

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<p><b>Friday, 7/20</b></p> <p>8:30 - 10:30 am</p> <p>IN EUS SUITE</p> <p><b>SO: Build LLL awareness among mothers, mothers-to-be and the general public</b></p> <p><b>AND</b></p> <p><b>Reach currently underserved populations</b></p>	<p>Marketing your Area Conference to the community—</p> <p>What has worked?</p> <p>Not worked?</p> <p>Making use of the Web for advertising and online registration</p>
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**We hope to see each of you there!**



*“All through the long winter,  
I dream of my garden.  
On the first day of spring,  
I dig my fingers deep into  
the soft earth. I can feel its  
energy, and my spirits soar.”*

*—Helen Hayes*