

## **ACS IL Sections State Fair Committee July 1, 2006 Meeting**

The planning committee had a conference call Saturday, July 1 at 2 pm. Cherlyn Bradley, Fran Kravitz, Milt Levenberg, Woonkie Paik, Marsha Phillips, and Frank Salter participated.

We welcomed new committee member Woonkie Paik, who also volunteered to help in the tent.

State Fair Info -- Fran reported arrangements with the tent people are done and that all they need is the final check (she has sent them the deposit) [\\*Mary LeFaivre's East Central Illinois section is picking up the tent cost. The tent will be set up on August 9. Frank will oversee this. The tent furnishings will be brought in and arranged August 10th \(the day prior to the opening of the fair\). The tent guy already has Frank's phone number. \\*Frank will be mailed all the needed info, including the final check that's to be turned over to the tent guy.](#)

Cherlyn has submitted the application to National to get a Certificate of Insurance and has received a copy of the certificate that is filed in the Chicago Section's office.

Cherlyn reported that Belmont International phoned about whether we wanted our tent advertised during the 10 days of the Fair. Belmont plans to have a huge screen at the Fair that will be advertising the various daily activities. Such advertising costs \$4-10K (ha!!), is far out of our budget league, and they won't give us anything for \$40!

Volunteer/website scheduling - To date, we only have four people signed up! Milt asked Woonkie if he had any problems when he signed in. Woonkie responded that he didn't.

Regarding T-shirt inventory and need, we have 31- XLs and 2-2XLs. The consensus was to have 10 more of the XLs and of the 2XLs, as well as 10-15 Ls. [\\*Fran will contact Little Friends \(Spectrum, Inc.\), who supplies our t-shirts and place the order.](#) Milt indicated that 60 people signed up last year.

Publicity/Advertising - Cherlyn reported that NorthStar Credit Union donated \$100. Marsha reported on Carson's Community Day in Aurora on November 11 in which we have

been approved to participate to sell coupon books and get \$5 for each book sold. This will help this next year's State Fair project's funding. Marsha has also sent a solicitation note to several small businesses for which she has contacts. She also sent ad flyers to several teachers and organizations within Kane county and Chicago. \*Cherlyn recommended Marsha follow up her initial solicitation with an email/phone call.

Budget - To date, there's about \$2,098.96 available as working funds. \*Marsha will get latest data from Gail, update her spreadsheet and send it to everyone. Milt asked about needed documentation for completing the Abbott Labs application for a donation. \*Fran said she will check at the Section office. \*Milt also indicated that he will pursue getting pay pal set up so that Unilever and others can donate via credit card. Fran asked about a donation from the Rock River section. \*Cherlyn says that she will check with Chong or his wife.

Teachers' CD - Milt has updated the listing of the ChemShorts for Kids experiments and the other information on the CD. There is a link to the online display of photos. We are currently at 5% capacity on the CD. So there's plenty of space for more electronic versions of publications. \*Marsha will continue to pursue explicit written permission from the other sources she needs to contact in order for us to reproduce ChemMatters, NCW flyers, and the other publications we would like to have put on the CD.

The weakest link of the items for the CD is the sponsor list since we don't have all of the sponsors until almost the last moment. This puts pressure on Avrom, who prepares the CDs. Cherlyn indicated that at some point we just have to stop waiting for further information for the master CD and just start making the copies.

Promo and raffle items - Fran reported that the price of 200 water bottles is 95¢ each, set-up screen printing is a one-time fee of \$30-35, and shipping is \$100-150 (due to the bulkiness of the bottles). Fran will absorb the cost of the bottles until our budget is "fatter". The bottles will be shipped to Springfield. Following discussion of which raffle prize to use (moles vs. water bottles), consensus of the group was to use the water bottles this year. A question will be added to the survey to find out which one

visitors likes better. The little t-shirt pins have been improved and are almost ready. The pencils are ready (\$499.88). \*Fran will order the volunteers' t-shirts when she orders the bottles.

Display Boards and table materials - Cherlyn is still gathering items, including "What's That Stuff?" articles for the tables and posters for the display boards.

Storage Locker - Both Steve Hughes (Peoria) and Harsh Bapat (Springfield) say they have space at their work and garage, respectively, to store materials.

Demos & Hands-On - \*Frank reported that he and Jackie Stewart will meet shortly and finalize some new things.

AV/Chemistry Quiz - \*Send chemistry questions to Milt.

\*We will decide at the next meeting whether to go ahead this year and purchase a 17" or 19" flat screen LCD, if the budget allows it.

Housing - Milt has put up on the website a list of housing. Correction to the last minutes --Staybridge Suites in Springfield is about 10 miles from the fairgrounds. Woonkie had a question about having more information on the hotels (e.g. rates, directions). Milt indicated that Woonkie might check the website for the list and contact the hotels for the rates, distance from the fairgrounds, etc. \*Woonkie said he would get this information on the listed hotels and sent it to Milt. Fran indicated that when she checked, a number of the hotels were already full.

\*Next conference call - July 29 at 2 pm.

Meeting adjourned ~ 3:10 p.m.

Cherlyn

\*Action items are highlighted in blue and have an asterisk.