

IPM SYMPOSIUM 2006

Steering Committee Conference Call Notes from May 21, 2004. Please note any revisions/omissions to Tom Green..

Participating: Margaret Appleby, Mike Bennett (for Jacques Drolet), Brad Goalach, Sherry Glick, Tom Green, Barry Jacobsen, Curt Petzoldt, Jim VanKirk, Elaine Wolff.

Our contract has been finalized with Adam's Mark in St. Louis for April 4-6, 2006, plus meeting room opportunities at the hotel April 3 and 7 for allied groups.

1. First announcement coordination, goal to release week of May 31.
Finance/Exhibits: first announcement to sponsors and exhibitors is ready and awaiting revised logo. Curt Petzoldt will nudge Tom Rabaey and Tom Hall for any final comments on the announcement, and for any additional names to mail. Each member of finance/exhibits will send the letter out to their sub-list of names.

Media: Sherry will circulate draft announcement/press release to steering committee for comments by end of next week. Elaine will have revised logo to steering committee for comments next Monday. Email announcement will be circulated by Elaine to the general contact list; committee will follow up with media contacts to ensure that the press release is well covered.

Website: Jim will make sure website is up to date, with new logo, and ready for announcement to be posted. As soon as he has the announcement up, he'll let us all know so we can create links from our own sites.

2. Program Committee – Met May 10, good participation, set up general framework for meeting include plenary April 4 AM, with an international flavor and “delivering on a promise” theme. Tuesday PM, Wednesday AM and PM will include four rooms for min-symposia (200 person capacity each), plus six rooms for specialty topics (25-50 person capacity each). A broad list of topics for these sessions has been generated and will be narrowed down, followed by a solicitation to the grass roots for session proposals. The final session Thursday, April 6, will be a wrap up and next steps.
Networking will be maximized by making break times 30 minutes (held in poster room), lunch 90 minutes, and close at 5 PM on Tuesday and Wednesday, followed by receptions in the poster room. Posters will be up throughout. Exhibit tables will be located in the poster room and the entrance foyer. Elaine will ask the hotel to layout space for 12-16 exhibitors, and see what that leaves us for poster numbers. We'll adjust exhibitor table numbers to allow for at least as many posters as we had last time.

Program committee will meet again during the last week of June.

3. Local arrangements will be recruiting additional members from the St. Louis area, and meeting soon (suggest include Elaine) to start planning.

4. Next call: Friday, July 9, 10 AM Central.