

NEAS Conference Committee

Thursday 16 January 2020, 10:00am

Zoom Details

<https://zoom.us/j/369812307>

Meeting ID: 369 812 307

Attendees: Dr Patrick Pheasant (Chair); Jacky Ronan; Cameron Heath; Ben Colthorpe

Apologies: Christine Bundesen AM

#	Time	Agenda Item	Action Items / Notes
1	20	Conference program	<ul style="list-style-type: none"> • Parkview room will be spilt this year • There are a few empty workshop spots the team is working on filling (ISEAA may fill one and Ben has a list of backups to contact). • Patrick Liaising with Dr Georgie Thoma (NZ) to run a 'mindfulness in ELT' session on the Wednesday • Ben to confirm all conference item titles and abstracts • Chairs need to be allocated to each session (Board + Advisory Council members) • Decision made to have Rufus James (assessor) and Nicki Blake (A.C) allocated to Vox Pop • Combined NEAS Board + Advisory Council meeting to be held on Wed 6th May 3.30-5.00pm in Signorelli Restaurant • Welcome drinks sponsor still TBC and pre-dinner drinks sponsor will be Sonder • Patrick to contact Deborah Mailman and ask if she will do Welcome to Country

			<ul style="list-style-type: none"> • Ben will be confirming final details with all speakers and will send them the speakers pack by end March • Cameron to remove English Australia and ITECA from Voices of the Sector panel
2	10	Sponsorship update	<ul style="list-style-type: none"> • Pie News won't have a booth this year, media booth will be replaced by Flywire • International House are yet to be secured but they will be an additional full contra-sponsor • NEAS BD Manager has been tasked a special sponsor/donor target of \$30k • Seamus Fagan and Sue Blundell are potential donors for awards – Patrick to follow up. • Cameron to send sponsors packs by end January
3	5	Ticket registration update	<ul style="list-style-type: none"> • Final early bird campaign begins this week (NEAS news going out 16/1). Next week, Cameron to do email blast to those 2019 conference attendees that haven't yet bought a ticket to this year's conference • Full price ticket sales commence 9 Feb (and there will be a small price increase added to these tickets) • Cameron to update wording on pre-conference workshops ticket item to say "includes entry to welcome drinks"
4	5	Budget	<ul style="list-style-type: none"> • "NEAS 30" lights, front panel and balloon costs approved by Patrick
5	20	Any other business <ul style="list-style-type: none"> • 30-year celebrations • Di and Christine's narratives • New awards • Vox Pop • CEO roundtable cruise • Student performance hub 	<ul style="list-style-type: none"> • This year there is a potential to have a CEO roundtable harbour cruise, sponsored by c2c Global. This will be limited to 75 people (CEO's only) and tickets will be \$99, with all ticket profit going to NEAS. To be held 6-8pm on Wed 6 May • Decision made to remove the student performance hub due to budget and organizational capacity. Instead, Patrick will source 1-2 students (or groups) to do spot performances somewhere within the 3 days

			<ul style="list-style-type: none"> • Cameron to ask Study NSW if they want another conference slot and Patrick will follow up with Peter Mackey • Ana to do planning for gala dinner – schedule magicians during entrée and awards during main course • Awards to be given to 10 & 25 year members. Names will be called out, logos to go up on screen and plaque awards to be given <p><i>Side note: When a new member or centre comes onboard, they will get a posted certificate inside a frame from NEAS for their first certificate only, and then they can re-use the frame to print and display PDF certificates we give them in future years</i></p> <ul style="list-style-type: none"> • Patrick will weave parts of Di & Christine's narratives into his speech • Final 2021 conference draft budget to be complete by 23 January and taken to Board on 6 Feb
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