

**CAPFAA Conference Call**  
**February 19, 2016, 3:05pm**  
**Winter Conference Location for 2016**

**Attendees:**

Jennifer VanBrederode	Lisa Boyko
Heather Hamilton	Josh Hurlock
Kellie Webb	Caesar Storlazzi
Melissa Stephens	Alex Muro
Ashley Benner	Ashley Dutton

Heather explained the reason for the call was to have an official record since we weren't able to meet.

Heather asked if Ashley & Kellie still felt that they wanted to still look at all 3 venues.

Ashely Benner stated that the Cromwell Marriott might not be able to fit us for the first day. Heather clarified that under that premise, we are only looking at 2 sites now – the OMNI or Ethan Allen.

Ashley Benner agreed that we should only look at OMNI & Ethan Allen based on what Exec Council has stated that we are looking for.

Heather asked if everyone has looked at proposal that was sent out.

Ashley asked if there were any questions, nobody had any so she stated she was ready to jump in - Kellie agreed.

Josh questioned about exhibitor space and asked Kellie and Ashley to describe the space.

Main conference room – one big giant room and general area. Walking back and forth and getting into general sessions, the exhibitors would be in the main area and would have direct interaction with people going back and forth between sessions – ultimately we would all need to pass the exhibitors. Ashley Benner emailed floor plan to us – see attached.

Heather asked would we be able to set up snack breaks where the exhibitors are so they get even more traffic.

Kellie thinks the room was big enough. We would be set up in the Essex Court – which would be plenty big for the exhibitors and the snacks. Kellie also believed we could accommodate all. Ashley Dutton has been to events and thinks it could accommodate our needs.

Heather wanted to clarify that the Danbury location does have things to do, as stated on the proposal. Ashley Benner explained that the comments on her proposal for the New Haven location – it is walking distance and the Danbury location is driving.

Melissa also interjected that she can speak on the location and that there are plenty of things to do and maybe can also looking into having something at Western. Ashley Benner also mentioned that there is a skating rink. Heather just wanted to make sure that both sides were being looked at the same way for the same things.

**Heather calls for a vote** – All in favor for the Ethan Allen in Danbury: (Jen called on each voting member for their vote for accuracy.)

Alex Muro – Chose to **abstain** from voting unless the need for his vote was required

Ashley Dutton - Yes

Melissa Stephens - Yes

Caesar Storlazzi – Yes

Lisa Boyko – Yes

Josh Hurlock - **No**

Jen VanBrederode - Yes

The vote passed to have the Winter Conference 2016 at the Ethan Allen in Danbury, unless for some reason that the contract gets changed. Heather announced location for next year's conference at 3:25 and ended the meeting.