



**WSWS Officer and Committee Report  
Annual Board Meeting – March 12,  
2018**

**Office or Committee Name: Local Arrangements Officer or**

**Chairperson Name: Travis Bean**

**Date of Preparation (include year): March 12, 2018**

**Committee Activities during the Year:**

**Walk through of facility following summer board meeting with board on August 3, 2017.**

**Investigated transportation options for attendees and provided ideas for things to do locally.**

**Participated in conference call with hotel conference coordinator and Phil Banks regarding conference set up.**

**Tara had new set of conference signs printed and delivered locally, will set up later today (3/12/18).**

**Tara contracted with local company to provide and setup poster boards.**

**Recommendations for Board Action: none**

**Budget Needs: none**

**Suggestions for the Future: none**

**Current Committee Members: Travis Bean, Scott Cook, Sandra McDonald**

**Name of Person Preparing This Report: Travis Bean**