



APLA Conference Committee Report May 2025 Conference Team

Introduction

Conference Team

- Evelyn Trainer
- Hailey Wills
- Jason Lee
- Katie McCaskill
- Lisa Marshall
- Terri Winchombe

The conference team is in the final phase of conference preparation. We're doing walkthroughs, finalizing the schedule, creating a panel on neurodivergence, selling tickets, and creating social events such as prize draws, trivia, and games.

Our theme is Breaking Barriers.

Budget

Category	Budgeted Amount	Actual Amount	Variance (±)
Income	\$15,305	\$14,361	-\$944
Expenses	-\$12,389	-\$6,212	\$6,177
Net Total	\$2,916	\$8,149	\$5,233

Registration

- Jason and Lisa lead

- 44 registrants
 - 11 incompletes
- Some waiting for employer's next fiscal year

Programming

- Hailey, Terri, Lisa, Katie, Evelyn
- 38 proposals approved
- Mentoring/buddy program

Scheduling

- Entire Team
- Conducted survey for availability of presenters
 - Scheduling the three days based on availabilities
- Scheduling walkthroughs with awards presenters -Katie liaison to TD and CELA
- Team practicing
- Will purchase temporary basic Zoom package for OGM
- Katie creating 3-round trivia game
- Lisa investigating/completing social game for attendees

Respectfully submitted,

The Conference Team

May 14, 2025