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Nursing Building Dedication Meeting Minutes

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MINUTES OF MEETING-----DEDICATION COMMITTEE-----STROUP HALL

May 13, 1981, Paririe Room, Memorial Union, 3:30 p.m.

PRESENT: Alan Busch, Jim Costigan, Elaine Harvey, Bob Lowen, Clarice Peteete,
Ron Pflughoft and Weldon Zenger

ABSENT: Ileene Allen, Lois LaCoss and Michael Meade

Minutes of April 2, 1981 meeting were approved.

The color brochure is in Kansas City being printed. The invitations will be ready today or tomorrow. They will be in the mail by Friday or Monday. Envelopes are made up. The invitations will be sent by first class mail.

The program will be finalized next week. The actual dedication will be held outside the building. In case of bad weather it will be held in the large classroom.

Invitations have been sent to legislators, Federal Representatives, President club members, retired faculty, directors of nursing programs, community leaders, nursing alums, news media, contractors of the building, regents, and hospital leaders.

The reception committee is preparing a reception for 2:00 p.m. Guided tours will available after the ceremony from 11:00 a.m. on. The ceremony will begin at 9:00 a.m.

There will be 12-14 platform guests. Names will be taped to the chairs. Elaine Harvey will handle this responsibility. Bunting for platform and an adequate speakers system will be available.

Housing. This issue is still to be decided. Honorariums perhaps could be used for this. Some dignitaries may need Friday lodging.

Transportation. Call and check if this is needed. One person will be assigned from nursing for Leora Stroup.

Security. Contact Brien Murray about reserving parking, etc. for special guests. Check on the arrangements for seating. Alan Busch will check this.

A dinner is still a possibility. If private funds are available it could be done. Estimated cost \$1,000 to \$1,500. A guest list for this needs to be determined.

Speakers will be the dignitaries and a key note speaker yet to be determined. Dr. Tomanek should be asked about a cocktail party prior to Friday night's dinner. Dr. Tomanek should be asked to M.C. the event

News ads will be used to invite the community and also, perhaps cities with Jr. colleges. This will cost about \$50 per ad.

Weldon Zenger will check on the possibility of music for the dedication. Jim Costigan and Ileene Allen will meet with the President, Tuesday, May 19th.