

2001 Spring Conference
May 10-11
Olympic College, Bremerton, Washington

**The Care and Feeding of Your Library:
Finding Money and Building Relationships**

Jointly sponsored by the:
College Librarians & Media Specialists (CLAMS)
Library Media Directors Council (LMDC)

A workshop that highlights the role of librarian as fundraiser and grant writer in the academic institution. Susan Howlett, a national leader in grantwriting will offer advice to guide us through the process of finding money and building relationships. Learn the big picture of how grant systems work; learn real specifics for how to actually write grants; learn where to go (both mainstream and less mainstream sources) to get money, learn how to work institutions to develop and participate in overall budget development. A panel of librarians and administrators and you in an open discussion about the realities and the aftermath of receiving a grant.

Presenter

Susan Howlett, has worked in fundraising and development for more than 20 years, has consulted for more than 100 organizations, and has served as a panelist for various grant-making organizations. Ms. Howlett teaches Fundraising, Grantwriting and Board Development at several colleges. She serves as Trustee of the Northwest Development Officers Association, past president of the Non-Profit Direct Marketing Association, and Administrator of the Puget Sound Grantwriters Association.

Schedule (subject to change)

Thursday, May 10

*Snacks, but not lunch, will be provided.

12:00-12:30 p.m.	Registration
12:30-12:45 p.m.	Welcome and Opening Remarks
1:00 p.m.	Karl K. Jonietz, OC President
1:15-2:30 p.m.	Presentation/Workshop with Susan Howlett
2:30-2:45 p.m.	Break
2:45-5:00 p.m.	Presentation/Workshop with Susan Howlett
5:00-6:30 p.m.	Break, Check into hotels
6:00-7:00 p.m.	Happy Hour/Ice Breaker at Bremer Student Center
7:00-9:00 p.m.	Dinner at Bremer Student Center
9:00 p.m.	Afterglow at Cary Bozeman's waterfront home [Executive Director of OC Foundation]

Friday, May 11

*Continental breakfast and snacks, but not lunch, provided.

8:00-8:45 a.m.	CLAMS business meeting
8:45-9:00 a.m.	Statewide Database Licensing Project, Jeanne Crisp
9:00-10:30 a.m.	The Reality of Getting and Administering Grants: A Panel and Open Discussion
10:30-10:45 a.m.	Break
10:45 a.m.-12:15 p.m.	E-books Internet2--What it means for community and technical college libraries, Mike Scroggins, SBCTC
12:15-12:30 p.m.	Wrap-up
1:30-	Optional Tour of OC Library

Acknowledgements

Thanks are due to many people, most notably to: Dianne Moore, Judith Cunneen, Kent Mercer (site planners), Esther Sunde (Vice-President), Syd Sullivan (CLAMS treasurer/registrations), Lynn Kanne (CLAMS secretary), Kate Bradley (CLAMS editor), Elena Bianco and Paula Palmer (CLAMS Co-Presidents), Stephanie Carter (Web), and of course, to our presenter Susan Howlett. Thanks to Bell & Howell, EBSCO and Gale Group our corporate sponsors. Special thanks to everyone at Haslewood Library for offering to hold the meeting at Olympic College.

Registration Form (One participant per form, please.)

Registration Deadline: May 1. Late registrations will be accepted through the first day of the conference as long as you e-mail Syd Sullivan and let her know you will be attending but paying late. Note: \$5.00 late fee for payment after May 1.

Name: _____

Day Phone: _____ E-mail: _____
(confirmation provided by e-mail)

Library of affiliation: _____

Address: _____

Check, if applicable: _____ CLAMS Member _____ LMDC Member

Registration:

_____ \$40.00 CLAMS/LMDC Member

_____ \$50.00 Non-member

_____ \$25.00 Student

_____ \$5.00 late fee for payment after May 1

_____ \$17.95 Banquet (catered by Olympic College Culinary Arts Program)

_____ Total amount enclosed

Check, if you require a RECEIPT

Check, if you wish to attend the PRE-BANQUET HAPPY HOUR

Please make check payable to CLAMS. Your cancelled check is your receipt, unless otherwise requested. No refunds after May 1. **Mail registration form and payment to:**

**CLAMS
c/o Syd Sullivan
Tacoma Community College Library
6501 South 19th St.
Tacoma, WA 98466**

Contact Syd Sullivan with registration questions: sullivan@tcc.tacoma.ctc.edu or 253-566-5103

Contact Paula Palmer with conference questions: paula.palmer@lwtc.ctc.edu or 425-739-8100 x 657

Hotel Information

(Make your reservations early--when a ship comes in to the Puget Sound Naval Shipyard, rooms fill up rapidly.)

Flagship Inn

4320 Kitsap Way; Bremerton WA 98312; 360.479.6566 or (800) 447.9396.

Government rates: Single: \$55.00; Double with one King: \$60.00; Double with two Queens \$79.00.

All plus tax. Continental breakfast included. Rooms have a view of Oyster Bay.

Oyster Bay Inn

4412 Kitsap Way; Bremerton WA 98312; 360.377.5510 or (888) 393.3862.

Government rates: Single: \$61.00; Double: \$68.00.

All plus tax. Continental breakfast included. Rooms have a view of Oyster Bay.

Best Western Bremerton Inn & Suites

4303 Kitsap Way; Bremerton, WA 98312; 360.405.1111 or (800) 776.2291.

Government rates: Single: \$61.00; Double: \$69.00.

All plus tax. Continental breakfast included.

Driving Directions and Parking Information

<http://www.oc.ctc.edu/about/maps.shtml>

Olympic College Parking and Security is reserving 20 spaces in lot S3. A security guard will be on site to check participants in from 12:00-1:30 p.m. Thursday and 7:30-8:30 a.m. Friday.

Happy Hour, Banquet and Afterglow Information

Join us at **Bremer Student Center** for happy hour from 6:00-7:00 p.m.; share wine and soft drinks, meet new colleagues, find out what the new break-the-ice game is.

Stay and enjoy a sumptuous **buffet catered by Olympic College Culinary Arts Program** and savor Grape Caesar salad, Chicken Provencal with capers, Baked salmon with coconut cilantro relish, Wild mushroom rice pilaf, Fresh vegetable d'aujourd, Assorted breads, Chocolate lover's dessert assortment, and Beverage.

Relax in the warm **Afterglow at the waterfront home of Cary Bozeman**. Cary is Executive Director of Olympic College Foundation.