Hospitality Team
Minutes
January 7th, 2010

Approval of Minutes:

- Minutes approved with changes.

Resource Room:

- Recommendation is that the middle table leaves and a business conference table comes in. A table with power sources is best.
- The room has wireless internet.
- The layout is as follows:
  - Work area over by the green shelves, living area in front of the window overlooking the pergola, and the kitchen area where the copier currently is.
- The walls will have art work. Work will be picked out by Natalie Himmirska and may include student and faculty work.

Spring Semester Meeting Days and Times:

- Weekly meetings on Wednesdays at 11:00 a.m.
- Meeting cancellations will be announced as soon as possible.

Coffee Table Album:

- Cindy Ladany will be making a coffee table album for the resource room.
  - It will include 3 themes:
    - Athletics
    - AIRC
    - Conferences held on campus
    - Other themes to consider: OPC, Hobson Forest.

Training for Campus Tours:

- Each member of the team will have a one on one campus tour with a student guide.
- Tour leaders from Admissions will be brought up to speed on the HLC and what we are doing.
- Regarding training-Laurie Desiderato, Mark Christensen, and Marty Wolf will do the training.
- Tours for the Mock Visit team will also take place
- Students will also serve as escorts to bring the visit team members from place to place on campus.

March Restaurant Schedules:

- Laurie and Rick have developed a list of questions to ask the restaurants.
- Location, price, menu will be included in the restaurant guide.

Mock Visit:

- The BSU grounds crew will help in sprucing up the grounds.
- The Mock Team will need visitor passes for parking their cars or have the meters outside of Bridgeman capped and reserved. Security should be asked about this. Dominique will follow up on this item.

Gift Baskets:

- Local Bemidji and BSU items
  - Wild rice, BSU mug, Chocolates…
  - Instead of a basket, use environmentally friendly bags.
  - Will be provided for the Mock Visit Team as well, just on a smaller scale.
- Carol, Tammy, and Barb will work on the baskets.

Orientation Packet:

- The restaurant sub-committee will collaborate with Rose Jones and at the next meeting they will bring information to share and approve of the information to be included.