

**Hospitality Team
Minutes
November 16, 2009**

1. Minutes:
 - The minutes from the October 19th, 2009 meeting were accepted with corrections.

2. Additional Team Member:
 - No new suggestions, but a member of the community may be brought in after January 1, 2010.

3. Resource Room:
 - A sketch of the arranged room was passed around for comment.
 - Tammy Mayer contacted Bemidji Design Center- they are happy to donate anything we will need for the visit.
 - Rose Jones talked with North Country Business Products regarding a work desk.
 - Natalia Himmirska from Visual Arts is willing to help.
 - She will identify art to go into the room-they will meet before thanksgiving
 - Suggestion: there is a conference table and chairs near residential life that we may be able to use.

4. Mock Visit:
 - The date of the mock visit is to be changed because February 15th there will be no classes held so the day on campus will be irregular.
 - Suggestions: February 8th or February 22nd. Preferred date is February 8th in case there is anything that needs to be adjusted for the visit in March.

5. Campus Walk-Around:
 - A campus walk around was done by Jon Quistgaard.
 - Before the visit, things will be tidied up such as painting done, doors replaced, or kick plates replaced.
 - Additionally, bulletin boards will be freshened up and empty display cases will be filled.

6. Faculty Scholarship Display Cases:
 - Mark Christensen and Ivy Knoshaug will be freshening up and putting new and updated things in the display cases.
 - The bird and mammal display cases will be cleaned up as well.

7. Restaurant Information:
 - It is reported that a spreadsheet with details of Bemidji restaurants is in progress.

8. Campus Information:
 - Laurie Desiderato brought a new faculty folder from the CPD and a Bemidji map.
 - The tunnel map will be given to Rose Jones so it can look nicer.
 - The visit team will be given information on fitness locations in Bemidji as well as our rec. center and the Hampton Inn fitness room. The team will have access to all of these locations.

9. Campus Tours:
 - Campus tours will be given by the admissions office which has blocked off the visit days in March for when ever they are needed for this event.

10. Album for Resource Room:
 - Suggestions for an album include: John Schwartz's pictures in 8x10 size, someone who could put the album together such as the library, Cindy Ladany, or someone else who like to do scrapbooking type activities.

11. Other:
 - For the Resource Room:
 - Diane Morris will bring in plants
 - During Elizabeth's visit, all team members had laptops with PC and MAC on them. Stated this was a good idea for our visit as well.
 - Small gifts such as pens or pencils were suggested.
 - Gift baskets with chocolates from Chocolates Plus and other local things such as wild rice were noted as a possibility.

Next meeting will resume in Spring Semester 2010. Meeting day and time TBD.