

ATOS ANNUAL COMMITTEE/OFFICER ACTIVITY REPORT FORM (2013)

Name of Activity: ATOS CONVENTION PLANNING  
(Please fill out separate form for each activity.)

Committee Chair/Officer Name: Michael D. Kinerk, ATOS Convention Planning Coordinator

Date of Report: June 11, 2013

1. Actions completed since the 2012 Annual Meeting: (Please bullet actions completed.)

- Update Convention Handbook 2013 with new policies and changes approved by Board
- Atlanta 2013 Convention assistance rendered by phone & on-site visit
- Indianapolis 2014 budget preparation & on-line registration system assistance
- Indianapolis Convention 2014 convention hotel arrangements assistance by phone
- Solicitation & review of hotels bids for 2015 convention in Philadelphia / Wilmington DE area
- Planning & 2 site visits 2015 convention Philadelphia / Wilmington DE area
- Planning for 2016 Salt Lake City continued, with local SLC members & Ken Double
- Obtain ATOS corporate Amex card to streamline payment & accounting of ATOS convention charges

2. Actions begun but incomplete since the 2012 Annual Meeting: (Please bullet actions begun.)

- Atlanta 2013 artist roster cancellations & changes
- Indianapolis 2014 convention budget submission for ATOS approval
- Indianapolis 2014 artist roster approval
- Indianapolis 2014 venue contracts approval
- Philadelphia / Wilmington 2015 convention HQ hotel contract negotiations

3. Goals to be reached by the 2014 Annual Meeting: (Please bullet goals.)

- Philadelphia / Wilmington 2015 convention HQ hotel contract
- Philadelphia / Wilmington 2015 convention budget approval
- ATOS Board approval for Salt Lake City 2016 convention administration team
- Salt Lake City 2016 convention HQ hotel contract
- Salt Lake City 2016 convention artist selection & approval

4. Amount budgeted for your committee: \$ 0

*Note: CPC expense for annual meeting attendance included in "Board Meeting" accounts.*

Amount expended by your committee: \$ 0

5. Comments: (Any bulleted special notations, problems, or suggestions should be included here.)

ATOS has, since 1986 (the past 27 years), benefited from average income of \$13,639 in its share of annual convention profits. The cumulative income to ATOS from all those conventions has been \$368,259. The ATOS 40% share of profit from the Los Angeles 2012 convention was \$4,524. This was far below budget expectations, due to diminished attendance and factors reviewed at L.A. Board meeting. Atlanta 2013 results are expected to be much stronger.