



Women in Development
of Northeastern New York
Building networks, sharing best practices, and
working collaboratively for our collective success

“Keeping Your Special Events Fresh”

Wednesday, March 19, 2008

Registration and Networking: 7:30am-8:00am; Program: 8:00am to 10:00am

**Wolferts Roost, Van Rensselaer and Northern Blvds. For Directions: www.wolfertsroost.com
Registration Deadline: March 10, 2008**

Special Events: *We all do them, but have we ever really asked ourselves why we do them year after year, how we evaluate them or how we can make them fresh and exciting? If you answered “NO” to one or more of these questions, this program will make you look at special events in a whole new way!!*

Join us as we present a skilled panel of speakers who will help you put your organization’s special event under the microscope and analyze whether it is truly producing your desired results. **In celebration of National Volunteer Month, WID invites WID Members to bring one of their volunteer leaders to this program with our compliments! We hope this program will give them fresh perspectives on your organization’s events as well!** *Our panel will include:*

- *Holly Cookis Michaelson*, Associate Director, National Gala Program for the Juvenile Diabetes Research Foundation, will share her organization’s evaluation process for assessing the short-term and long-term performance of events. She’ll give you some metrics to consider when evaluating your own events.
- *Lulleen Lamar*, Director of Development at Equinox, Inc., has been involved with many successful special events for her agency. She’ll take a critical look at how you decide: when to make changes or “freshen up” an event, how to select a new event, and when to let an event go! She will address volunteer succession planning and integrating new volunteers into an existing committee.
- *Ellen Sax*, Vice President of Community Relations at Key Bank, has been both a long-time volunteer on event committees, as well as a decision maker on sponsoring special events for her company. Ellen will help us work on our volunteer committees: bringing in new motivated volunteers, succession planning for leadership roles, and moving on from the committee. She will help us evaluate an event from a volunteer’s perspective and share what makes her feel well utilized when she gives her time to an organization.

Yes! I would like to attend **“Keeping Your Special Events Fresh”** on Wednesday, March 19, 2008

- Please reserve _____ spots for WID members (at \$20/member) & _____ spots for our volunteer guest(s). (1 per member)
- Please reserve _____ spots for non-WID members (at \$35/non-member).
- I would like to become a member of Women in Development (\$60/annually).

Please list the names of the people who will be attending this program.

Name _____	<input type="checkbox"/> Member	<input type="checkbox"/> Non-Member	<input type="checkbox"/> Volunteer
Name _____	<input type="checkbox"/> Member	<input type="checkbox"/> Non-Member	<input type="checkbox"/> Volunteer
Name _____	<input type="checkbox"/> Member	<input type="checkbox"/> Non-Member	<input type="checkbox"/> Volunteer

Please share your contact information.

Organization _____
Address _____
City _____ ST _____ Zip _____
Daytime phone _____ E-mail _____

Registration deadline is March 10, 2008. Registrations made after this date will be assessed a \$5 late fee. Unpaid reservations will be invoiced regardless of whether someone is in attendance at the program. We thank you for understanding that WID must pay Wolferts Roost for every reservation made.

PLEASE SEND PAYMENT TO:**

Women in Development ♦ P.O. Box 5871 ♦ Albany, NY 12205 ♦ membership@widny.net
** TO REGISTER ONLINE BY CREDIT CARD VISIT OUR WEB SITE AT: www.widny.net/programs.htm



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P.O. Box 5871
Albany, NY 12205

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Program Announcement

Save the Date!

Wednesday, March 19, 2008

Women in Development of Northeastern New York Presents

“Keeping Your Special Events Fresh”

About Women in Development of Northeastern New York

Founded in 1994, Women in Development of Northeastern New York was established by 12 women dedicated to promoting women in the fields of development, organizational advancement and other related fields. Today, the membership has grown to over 135 women in northeastern New York, western Vermont and western Massachusetts. Women in Development of Northeastern New York is part of an informal national WID organization.

Among WID’s many Membership Benefits

Access to Members Only section of Web site, which includes job postings and Membership Directory
Programs tailored to your needs

Opportunities to meet and network with professionals sharing similar interests

WID newsletter, published quarterly, providing valuable fundraising information, program recaps and highlights about WID members