



Board of County Commissioners Agenda Request

2I

Agenda Item #

Requested Meeting Date: 8/22/17

Title of Item: Request out-of-state travel - training session Wendie Carlson

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Land Commissioner		Department: Land Department
Presenter (Name and Title): Mark Jacobs		Estimated Time Needed: n/a
Summary of Issue: <p>I am writing to ask for approval to attend a CampBrain Conference in Toronto, Canada, October 11-13. CampBrain is the software we use for camp, workshop, and lodging registrations at Long Lake Conservation Center. This training is much needed, as we are still pretty new to the software and I know we aren't using it to its fullest potential...</p> <p>This is becoming more and more important as:</p> <ul style="list-style-type: none"> • Summer camp registrants continue to rise • We are expanding our camp offerings next summer • We are currently expanding public workshop offerings, which is increasing workshop registrations • We are seeing a continual increase in retreats and conferences • We would like to explore the option of using the system to plan school trips <p>Here are the costs of the conference, which are accounted for in our budget:</p> <ul style="list-style-type: none"> • Brainstorm Conference: \$245 (includes conference and meals) • Hotel: \$400 (two nights in Toronto) • Car Rental: \$150 (if needed) <p>I would personally pay for my own flight, and any meals not covered in the conference fee - Wendie Carlson, LLCC business manager</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: The cost is within the 2017 training budget and it will be beneficial to facilitate the increases in camp and school registrations at LLCC.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

Cost + Registration

CONFERENCE FEE - \$245

(\$285 after September 15, 2017)

• Includes all programming, one-on-one sessions, meals listed below

- **WEDNESDAY**
6:00-7:30pm Drinks and Appetizers at the CampBrain office
- **THURSDAY**
8:30am Breakfast
12:30pm Lunch
7:00pm Drinks & "Finger Foods"
- **FRIDAY**
8:45am Optional Continental Breakfast
12:15pm Lunch

Schedule

PRE EVENT // WEDNESDAY, OCTOBER 11, 2017

6:00-7:30 Drinks and Appetizers at the CampBrain Office

DAY 1 // THURSDAY, OCTOBER 12, 2017

8:30-9:15	Registration & Breakfast
9:15-9:45	Opening & Welcome
10:00-11:00	Session One
11:15-12:15	Session Two
12:30-1:30	Lunch
1:45-2:45	Session Three
3:00-4:00	Session Four
4:00-5:00	Optional One-on-One's
7:00-10:00	Drinks & "Finger Foods"

DAY 2 // FRIDAY, OCTOBER 13, 2017

8:45-9:45	Optional One-on-One's & Continental Breakfast
10:00-11:00	Session Five
11:15-12:15	Session Six
12:15-1:30	Lunch & Open Q&A
1:45-2:45	Session Seven
2:45-3:00	Closing
3:00-5:00	Optional One-on-One's

Sessions

You are coming to the conference to learn, right?! Well, we will deliver! The conference is focused on the Web version of CampBrain and our focus is to equip you with the knowledge to become the best user possible. Therefore, our sessions will be focused on new ideas, best practices, uncovering hidden gems and providing you with the knowledge you need to make a true difference to your daily routine. We have provided lots of time for one-on-one sessions to review your specific setup and questions (this is a much-LOVED aspect each year!).

Here's a sense of some of the focus areas:

- Assisting new users with how to most effectively use reporting and criteria selection
- An in-depth review of camper financial reports
- What's coming next, hosted by our development team
- Interactive session with our development team to highlight most needed items
- Best practices with medical forms and our NEW Health Center
- Designing the most effective forms and custom fields
- Top ideas for the Staff module
- Designing awesome email templates
- Focusing on optimizing parent communication
- Viewing the online registration process through your parent's eyes
- Best practices in the conference center
- Newly released features

Reservation

Field :04

COMFORT INN CITY CENTRE



321 Jarvis Street
Toronto, ON, M5B 2C2, CA

Front Desk: (416) 967-6781

Check-in: Wed, Oct, 11, 2017, 3:00 PM

Check-out: Fri, Oct, 13, 2017, 11:00 AM

Rate Program: Pay Now and Save (?)

VIEW SELECTED ROOMS ^

ROOM 1

2 Queen Beds, No Smoking

REMOVE

(Max Occupancy: 4)

2 Adults, 0 Children

Room Charges:

\$406.40 CAD

VIEW RATE DETAILS >

ADD ANOTHER ROOM >

Subtotal:

\$406.40 CAD

Est. Taxes & Fees: (?)

\$65.02 CAD

Grand Total:

\$471.42 CAD

LOWEST PRICE GUARANTEE ()

=\$371.00 U.S.

HOTEL ALERTS

Taxes include 3% Destination Marketing Partner fee.

Valid photo ID and credit card are required for all guests. Card will be authorized for total + \$200 deposit. Pre-paid CC not accepted.

No onsite parking available. Offsite parking is \$26/night.

Pet accommodations \$15/night/pet. Refundable Pet Deposit Required:\$200. Limit 1 pet per room, 10 lbs or less only. Pet must not be left alone. Must be caged.

No onsite parking available. Offsite Public Parking starting at \$26 per day. Prepaid credit cards not accepted. credit cards will be Authorized for room+tax WITH A \$200 security deposit. Drivers licence or passport required at check in.

Cancellation Policy: This reservation cannot be cancelled, changed or refunded.

View Reservation Details



Congratulations, you found the lowest rate on the internet for this room We guarantee it!

\$108.71

Taxes & Fees

\$29.90

Total Rental Price

\$138.61

[Terms & Conditions](#)

Renter Information



Wendie Carlson

Rental Date - Wed., Oct. 11, 2017

Return Date - Sat., Oct. 14, 2017

Costco Member Name - WENDIE CARLSON

Itinerary



Pick Up - Wed., Oct. 11, 2017 01:00 PM

Buffalo Intl Arpt

4200 Genesee St-buffalo Airprt

Buffalo, NY 14225, US

Drop Off - Sat., Oct. 14, 2017 01:00 PM

Buffalo Intl Arpt

4200 Genesee St-buffalo Airprt

Buffalo, NY 14225, US

Optional Equipment:

No Optional Equipment Selected.

Automobile insurance may be added for an additional cost at the time of rental

Additional Driver Details

