

**Facilities Chair Report**  
**General Board Meeting Jan 18th, 2020**

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Facilities Chair  
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1. Hotel rooms at the Hyatt are starting to book up. An email was sent to delegates right before the deadline January 19<sup>th</sup>. Currently our pick up numbers are approximately: Hyatt 73% and Palliser 60% booked as of the beginning of January.
2. Although the Hyatt entrance is under renovation right now, it will be finished by February with sliding doors instead of the revolving door.
3. The new Thomson's restaurant will be offering a special lunch buffet special on Thursday during convention in the space where we will be having the honorary President's reception Wednesday night.
4. We met with Ursula and Larry from the Telus Convention center to go over the specifics for the presenters (room and audio visual) on January 17<sup>th</sup>. We are working through the rest of the details with the Hyatt and we'll be ready our preconvention meeting Feb 19<sup>th</sup>.
5. Finally, there is a new LCD screen at the entrance to the Exhibition Halls in the Telus Center. This will allow us to display our "banner" without having to put up a banner (ie. The name of our convention and the dates). Paulette is waiting for resolution from Ursula and then will email Bertha to send the logo to Ursula.
6. There will be screens by the top of the escalators in the Telus center that will be displaying up to date program information for each day as well as moveable screens that will be put up around the Convention Center with abbreviated titles.
7. Reminder to bring local banners to preconvention area in the Telus centre on Wednesday before the Honorary President's reception. If not, bring them to the President's reception. They will need to be picked up Friday afternoon from the Information desk.

8. Improved security is going to be provided for the exhibit hall.
9. [New names of some rooms](#) ie. **Colab** in the Telus center and **Ideation Rooms** (used to be the Chinook Rooms in the Glenbow area), **Upper Select Boardroom** (where the Owl's Nest bookstore used to be).
10. Reminder to not take chairs out of other breakout rooms into other rooms.
11. Host coat check in the lower floor South building just outside the Macleod Halls. **PDTCA will pay the fee for our delegates.**
12. Improved renovations in the MacLeod Hall foyer.
13. \$5 discounted rate for the Glenbow museum is being offered again.