

NDLA

North Dakota Library Association

Established 1906

2024 ANNUAL CONFERENCE

October 2nd - 4th, 2024 | Bismarck, ND

PREPARED BY :
Andrea Placher



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CONFERENCE SCHEDULE

PRE-CONFERENCE*

WEDNESDAY, OCTOBER 2, 2024

9:00 AM - 12:00 PM	NDLA Executive Board Meeting
12:00 - 5:00 PM	Registration Open Exhibitor Set Up
1:00 - 4:30 PM	Pre-Conference Speaker and Programming
5:00 - 7:00 PM	Dine Arouds

CONFERENCE DAY 1*

THURSDAY, OCTOBER 3, 2024

7:00 - 10:00 AM	Exhibitor Set Up Silent Auction Set Up
7:00 AM - 5:00 PM	Registration Open
7:30 AM	Breakfast Open
8:00 AM	Welcome Announcements & Housekeeping
8:30 - 10:00 AM	Keynote Address
10:00 AM	Opening of Exhibits
10:45 - 11:45 AM	Concurrent Sessions
12:00 PM	Lunch Opens & Mingling
1:45 - 2:45 PM	Concurrent Sessions
2:45 PM	Break Visit Exhibits
3:30 - 4:30 PM	Concurrent Sessions
4:30 PM	Break Visit Exhibits
5:30 - 6:30 PM	Vendor Social
6:30 - 8:30 PM	Awards Banquet

**Session schedule subject to change leading up to the conference.*

CONFERENCE SCHEDULE

CONFERENCE DAY 2*

FRIDAY, OCTOBER 4, 2024

7:30 AM	Breakfast Open
8:00 AM - 12:00 PM	Registration Open
8:00 AM - 9:30 AM	Flickertale Keynote Author Signing
9:30 AM	Break Visit Exhibits
10:15 - 11:15 AM	Concurrent Sessions
11:30 AM - 12:00 PM	Exhibits Close Final Drawings
12:00 PM - 2:00 PM	Lunch General Membership Meeting
2:00 - 3:00 PM	Concurrent Sessions
3:00 PM	End of Conference

**Session schedule subject to change leading up to the conference.*



**"THE ONLY THING THAT
YOU ABSOLUTELY HAVE
TO KNOW, IS THE
LOCATION OF THE
LIBRARY."**

-ALBERT EINSTEIN

CONFERENCE LOCATION



RADISSON HOTEL

Bismarck, ND



605 E. Broadway Ave.



701.255.6000



[Radisson Hotel Website](#)

CONFERENCE LOCATION

ROOM INFORMATION:



Check-in 3:00 pm | Check-out 11:00 am



\$95.00/night | Promo Code: NDLIBR

Double Queen Standard | Queen Standard | King Standard

Please contact the hotel directly and reference the ND Library Association Annual Conference or visit the website and use the group promo code.

Cut Off Deadline: September 17, 2024



AMENITIES INCLUDE:

- Complimentary airport & area shuttle
- Complimentary covered parking
- Wi-Fi internet access in all guestrooms and meeting space
- Terrace restaurant & in-room service
- Off Broadway lounge & lounge gaming
- Guest social from 5:00 pm to 6:00 pm on Mondays, Tuesdays and Wednesdays
- In-room coffee, tea & bottled water
- Indoor pool & fitness center

SPONSORSHIPS



BRONZE
UNLIMITED

- The North Dakota Library Association’s pre-conference edition newsletter will list the sponsor’s name and logo
- The conference program and app will feature the sponsor’s name and logo



SILVER
5 AVAILABLE

- All benefits of the Bronze Tier
- Sponsors will receive verbal and visual recognition during the awards presentation for support of one of the following awards (*available on a first-come, first-served basis*):
 - Librarian of the Year | Major Benefactor | School Library Benefactor
 - Youth Excellence Program of the Year
- Sponsor representative(s) will have the opportunity to be on stage during the awards presentation



GOLD
3 AVAILABLE

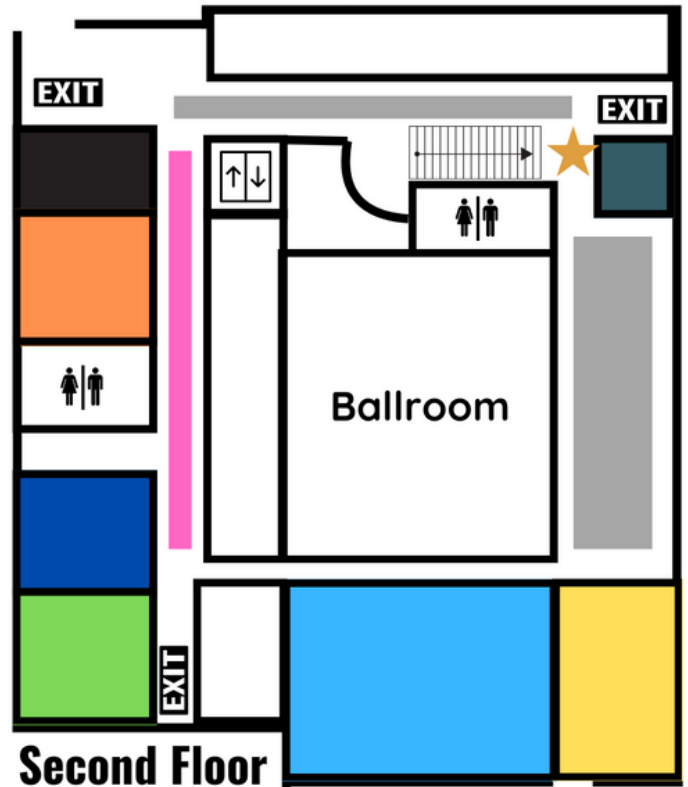
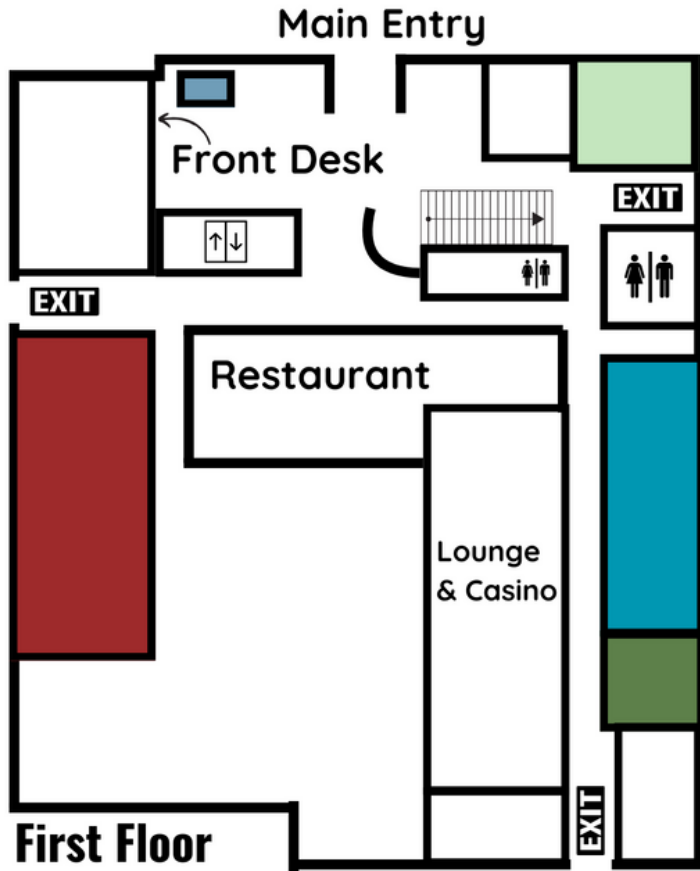
- All benefits of the Bronze Tier
- Sponsors will receive verbal and visual recognition during the introduction of the sponsored keynote speaker
- Sponsor representative(s) will have the opportunity to introduce sponsored keynote speaker



PLATINUM
3 AVAILABLE

- All benefits of the Bronze Tier
- Featured exhibit space
- Banquet meal(s) for four (4) sponsor representatives
- The banquet slideshow will feature the sponsor’s name and logo
- Verbal recognition of sponsorship during banquet
- Sponsor representative(s) will have the opportunity to welcome attendees during banquet

CONFERENCE AREA LAYOUT



- Coffee Bar
- New York Room
- Hudson Room
- Liberty / Manhattan Room
- Empire Room

- ★ Registration Table
- Coat Room
- Vendor Area
- Poster Exhibits
- Executive Conference Room
- Van Gogh-Remington Room
- Renoir-Russel Room
- Wyeth-Rockwell Room
- Pool
- Fitness Center

EXHIBITOR INFORMATION

EXHIBIT SPACE RATES:



Early Bird: \$325.00 | Standard after June 30th: \$375.00

- Exhibit space is first come, first served. Please specify any requests when registering.
- Exhibitors must present their Tax ID number when registering

Cut Off Deadline: September 13, 2024



[Exhibitor Registration Website](#)

EXHIBIT SPACE INCLUDES:

- One 6-foot table and chair
- Pipe and drape behind and on the sides of the booth
- Electricity (*as needed*)
- Wi-Fi
- One breakfast and lunch meal ticket per day (*Thursday and Friday*)
- One meal ticket for the awards presentation (*Thursday night*)

EXHIBIT SPACE ADD-ONS:

- Additional table: \$50 (*availability limited*)
- Additional chairs: FREE (*availability limited*)
- Additional cords: \$5 (*availability limited*)
- Additional breakfast and lunch meal tickets: \$20.00
- Additional meal ticket for the awards presentation: \$25.00

CANCELLATION POLICY:

- Cancellations received before August 1st, 2024 will receive a full refund, less a \$30 processing fee
- Cancellations received between August 1st, 2024 and September 3rd, 2024 will receive a refund of 50%
- Cancellations received after September 3rd, 2024 will not be accepted.



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WE LOOK FORWARD TO SEEING YOU IN OCTOBER!



Questions can be directed to:
Andrea Placher | President-Elect
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