



## 2010 SETC Fall Board Meeting Schedule Friday & Saturday, September 10 & 11, 2010

Westin Atlanta Airport Hotel  
4736 Best Road Atlanta, GA 30337  
Reservations: 1.888.627.7211 Hotel: 404.763.7676  
FREE PARKING ♦ FREE AIRPORT SHUTTLE ♦ FREE INTERNET

**ATTENDING? YES or NO DINNER? YES or NO**  
**RSVP on-line at <http://setc.matchingneeds.com>**

- 1.) You will be directed to the SETC Registration and Database
- 2.) Type in your SETC Username and Password
- 3.) Select the Event " Fall 2010" and Hit "Login"
- 4.) Select and Complete the **Fall Board RSVP Form**
- 5.) **RSVP by August 16th**

### Thursday, September 9<sup>th</sup>

<u>Schedule</u>	<u>Location</u>	<u>Meetings</u>
1:00 pm - 5:00 pm	Board Room	Task Force Meeting

### Friday, September 10<sup>th</sup>

*If you are on a committee that meets during the Fall Board Meetings, you are expected to attend.  
 ALL Meetings welcome non-committee members.*

<u>Schedule</u>	<u>Location</u>	<u>Meetings</u>
<i>Name Badges can be picked up from Peachtree City between 5 PM and 7 PM</i>		
9:00 am - 11:00 am	Board Room	Task Force Meeting
12:00 pm - 1:30 pm	Jasmine & Magnolia	Endowment Committee
1:30 pm - 2:00 pm	Jasmine & Magnolia	Combined Endowment & Finance
2:00 pm - 3:30 pm	Jasmine & Magnolia	Finance Committee
1:00 pm - 3:30 pm	Dogwood	Divisional Chairs
3:30 pm - 6:00 pm	Dogwood	State Representatives
3:30 pm - 5:00 pm	Board Room	Publications Committee
7:00 pm - 9:00 pm	College Park	Advisory Council – <b>All Committee Chairs are expected to attend            Division &amp; State Reps encouraged to attend</b>
5:00 pm - 7:00 pm	Board Room	Theatre Symposium
7:30 pm - 9:00 pm	Board Room	Nominations Committee
9:00 pm - 11:00 pm	Atrium Lounge	Reception

### Saturday, September 11<sup>th</sup>

*Voting board members are expected to attend both meetings. Committee Chairs are also expected and encouraged to attend.*

<u>Schedule</u>	<u>Location</u>	<u>Meetings</u>
9:00 am - 12:00 pm	Atlanta or Ballroom IV	Executive Committee <b>Committee Chairs, Division and State Reps</b>
9:00 am - 1:00 am	Board Room	Nominations Committee
	Lunch	\$10 Buffet
1:00 pm - 3:30 pm	Atlanta or Ballroom IV	Executive Committee, <u>Continued</u>
3:45 pm - 4:15 pm	Peachtree City Foyer	Afternoon Tea - Coffee/Tea Break
4:15 pm - 5:30 pm	Atlanta or Ballroom IV	Board of Directors
6:30 pm	The Feed Store	Dinner (RSVP Central Office)

**HOTEL RESERVATIONS: Call 1-888-627-7211 by Friday, August 20, 2010.**  
**For Special \$99 Rate, Please use Code: Southeastern Theatre Conference or SETC**

**Additional SETC Fall Events**  
 Graduate School Auditions, Saturday September 11, 2010  
 Professional Auditions, Sunday & Monday September 12 & 13, 2010

*SETC Meetings are open to all Members of the Southeastern Theatre Conference organization.*  
**Southeastern Theatre Conference**  
 336.272.3645  
[www.setc@setc.org](http://www.setc@setc.org)



# SETC Fall Board Meetings Friday & Saturday, September 10 & 11, 2010

Westin Hotel-Airport: 4736 Best Road -- Atlanta, Georgia 30337  
Graduate School Auditions Saturday, September 11, 2010  
Professional Auditions Sunday & Monday, September 12 & 13, 2010

## Westin Hotel Reservations

**(404)762-7676 or (888) 627-7211**

Reference our group code: - ask for *Southeastern Theatre Conference* or *SETC*  
or go online to

<http://www.starwoodmeeting.com/StarGroupsWeb/res?id=1005264163&key=D257E>

### PLEASE NOTE:

- Reservations should be made with the code **"Southeastern Theatre Conference"** or **"SETC"** by the deadline - **August 20, 2010** to receive discounted rates.
- In the event you have reserved a room within the SETC block of rooms and check out prior to your reserved checkout date, the hotel will charge your account an early departure fee equal to one night's stay. To avoid this fee, please advise the hotel before check-in regarding any change in planned length of stay.
- Based on availability, the Westin will extend the SETC discount rates for 3 days prior to, or following the SETC event. All special arrangements for early arrival or late departure should be made directly with the hotel and are based upon availability.
- Room rates do not include 13% tax.

Please CALL the hotel directly and use the code **Southeastern Theatre Conference** OR **SETC** to reserve your room and receive the special discounted rates. **Deadline for reservations is midnight Friday, August 20, 2010.** A 24-hour notice is required for cancellation, & early departure will incur a one night charge. Check-in time is 3:00 pm; check-out time is 12:00 noon.

### Room Rates:

**(Rates include FREE Internet in room & Parking)**

Single or Double Room \$ 99.00 ++ tax  
Corner/Junior Suites (Ideal for callbacks) \$139.00 ++ tax  
(24 hour Room service available)

Westin Atlanta Airport is located at 4736 Best Road,  
Atlanta, GA 30337

Self parking is available for free to guests staying in the hotel. This includes unlimited in/out privileges. Valet parking is available for an additional cost.



## Transportation

The Westin offers 24-hour **complimentary** transportation to and from the Atlanta Airport. In addition there will be a designated **FREE** shuttle to transport SETC guests within a 5 mile radius of the hotel for meals, etc.

## Driving Directions



**From I-85:** Take Atlanta Airport Exit  
**From I-20:** Take I-285 BYP to  
I-85 N, Exit "Atlanta Airport"

After the Airport exit, take GA Hwy 139/Riverdale Rd (exit 71). Follow until **LEFT** onto T OWEN SMITH BLVD/GA-139, then right onto Best Rd.

## DINING at the WESTIN

**\*\*Special \$10 B'fast & Lunch Buffets for SETC\*\***

### 24 Hour Room Service

#### Palio - American Cuisine & Buffets

6:30 AM - 2:00 PM; 5:00 PM - 11:00 PM  
Bistro in the Atrium

#### Martini's Lobby Bar - American Cuisine

12:00 PM - 12:00 AM  
Casual in the Atrium

#### Revive - Light Fare, 'Grab 'n Go'

6:00 AM - 2:00 PM  
Take-Out in the Atrium