

All hotels offer similar meeting space, some much nicer but all are adequate for our needs. All offer WiFi, different A/V options, stage, podium, pipe and drape etc for Banquet. Additional offerings are noted as well.

There are three Hotel Options for the whole package of meetings and banquet. Each come with slightly different timelines based on room availability. Embassy Suites is the most condensed as they do not have space for HOD on Saturday, possibility of finding off site, but nearby, space downtown for HOD.

Food costs per person for the dinners and lunches are the midpoint of a range. Depending upon selections, general +/- \$5.00 per plate

The State Historical Museum, located in the East Village Downtown, has a beautiful atrium that is available for the Banquet with on site catering through Baratta's restaurant. Thought of including this as an additional option. In my opinion it is the most visually stunning space for the banquet. My thought is that most attendees will have already checked out of their hotel anyway, unless staying Sunday night, so not a big deal to host off site.

## Hilton Garden Inn

8600 Northpark Dr Johnston 50131

Hotel Room Block Rate: \$99

Room Rental: per room, as listed  
Food Bev minimum: Saturday \$1800  
\$2100 Total \$3900

Sunday

| Located just off of 35/80 bypass in Johnston. Nice standard hotel with added lobby space with tables and a lounge. Newly updated and remodeled. Texas Roadhouse restaurant next door. They include centerpieces, chair covers, pipe and drape, stage podium mic. We can bring in our own A/V or rent somewhere else. It is closer to Summit pool for the athletes, by about 15-20 minutes. |                          |                                |                           |                  |                                  |                     |                                 |                     |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------------|---------------------------|------------------|----------------------------------|---------------------|---------------------------------|---------------------|
| Saturday                                                                                                                                                                                                                                                                                                                                                                                   | Meeting rooms            | Flat Costs,<br>rental, A/V etc | Anticipated<br>Attendance | Food Cost/person | Cost to Participant              | Total Food/Bev Cost | Cost to ISI                     |                     |
| Official's workshop, including time for HOD mtg 8-12:00                                                                                                                                                                                                                                                                                                                                    | Garden Room 1            |                                | 20                        | \$ -             | \$ -                             | \$ -                | \$ -                            |                     |
| Catered Lunch 12:00-1:00                                                                                                                                                                                                                                                                                                                                                                   | Garden Rooms 1&2         |                                | 80                        | \$ 25.00         | \$ -                             | \$ 2,000.00         | \$ 2,000.00                     |                     |
| Coaches and Athletes HOD mtg 1:00-2:00                                                                                                                                                                                                                                                                                                                                                     | Garden Rooms 1&2         |                                | 40                        | \$ -             | \$ -                             | \$ -                | \$ -                            |                     |
| HOD 3:00-5:00                                                                                                                                                                                                                                                                                                                                                                              | Ballroom                 |                                | 80                        | \$ -             | \$ -                             | \$ -                | \$ -                            |                     |
| Official's Dinner 6:00-8:00                                                                                                                                                                                                                                                                                                                                                                | Ballroom                 |                                | 40                        | \$ 30.00         | \$ 20.00                         | \$ 1,200.00         | \$ 400.00                       |                     |
| Coaches Reception 6:00-8:00                                                                                                                                                                                                                                                                                                                                                                | Hors Foyer, just outside |                                |                           |                  |                                  |                     |                                 |                     |
| D'Oeuvres and Cash Bar                                                                                                                                                                                                                                                                                                                                                                     | ballroom                 |                                | 30                        | \$ 12.00         | \$ -                             | \$ 360.00           | \$ 360.00                       |                     |
|                                                                                                                                                                                                                                                                                                                                                                                            |                          |                                |                           |                  | Food Sat. Subtotal<br>min \$1800 | \$ 3,560.00         |                                 |                     |
| <b>Sunday</b>                                                                                                                                                                                                                                                                                                                                                                              |                          |                                |                           |                  |                                  |                     |                                 |                     |
| Official's workshop                                                                                                                                                                                                                                                                                                                                                                        | Garden 1                 |                                | 20                        | \$ -             | \$ -                             | \$ -                | \$ -                            |                     |
| BOD Lunch 12:00                                                                                                                                                                                                                                                                                                                                                                            | Garden 2                 |                                | 15                        | \$ 25.00         | \$ -                             | \$ 375.00           | \$ 375.00                       |                     |
|                                                                                                                                                                                                                                                                                                                                                                                            |                          |                                |                           |                  | Food Sun. Subtotal<br>min \$600  | \$ 375.00           | Sun. food costs<br>must = \$600 |                     |
|                                                                                                                                                                                                                                                                                                                                                                                            |                          |                                |                           |                  | Food Total                       | \$ 4,160.00         | \$ 3,360.00                     | Added \$225 for Sun |
|                                                                                                                                                                                                                                                                                                                                                                                            |                          |                                |                           |                  | 22% Service Charge               |                     | \$ 915.20                       |                     |
|                                                                                                                                                                                                                                                                                                                                                                                            |                          |                                |                           |                  | Total Food/Bev                   |                     | \$ 4,275.20                     |                     |
|                                                                                                                                                                                                                                                                                                                                                                                            |                          |                                |                           |                  | Misc Expenses                    |                     |                                 |                     |
|                                                                                                                                                                                                                                                                                                                                                                                            |                          |                                |                           |                  | Weekend Total                    |                     | \$ 4,275.20                     |                     |

## State Historical Building

600 E. Locust St Des Moines

Rental: \$2500 + Food and A/V

Plus the cost of holding other meetings offsite

This facility would be for the Banquet Only. It is a fabulous space in downtown just south of the Capitol building in the East Village. I am looking to hold some of the meetings in an off site location. Perhaps we can do a hybrid of hotel location and this for the Banquet.

|        | Meeting Room        | Flat Costs,<br>rental, A/V etc | Anticipated<br>Attendance | Food Cost/person | Cost to Participant | Total Food/Bev Cost | Cost to ISI |             |
|--------|---------------------|--------------------------------|---------------------------|------------------|---------------------|---------------------|-------------|-------------|
|        |                     |                                |                           |                  |                     |                     |             |             |
| Sunday | Atrium              | \$ 2,500.00                    | 200                       | \$ 28.00         | \$ 20.00            | \$ 5,600.00         | \$ 1,600.00 |             |
|        | Estimated A/V costs | \$300                          |                           |                  |                     |                     |             |             |
|        | Security            | \$200                          |                           |                  |                     |                     |             |             |
|        | Custodial           | \$150                          |                           |                  |                     |                     |             |             |
|        |                     |                                |                           |                  |                     | Food Total          | \$ 5,600.00 | \$ 1,600.00 |
|        |                     |                                |                           |                  |                     | 22% Service Charge  | \$ 1,232.00 |             |
|        |                     |                                |                           |                  |                     | Total Food/Bev      | \$ 2,832.00 |             |
|        |                     |                                |                           |                  |                     | Room Rental + A/V   | \$ 3,150.00 |             |
|        |                     |                                |                           |                  |                     | Misc Expenses       |             |             |
|        |                     |                                |                           |                  |                     | Weekend Total       | \$ 5,982.00 |             |

Ervin Swim Clinic

Will be conducted at Summit Middle School Pool. Two sessions with 35 swimmers each=70 participants

Rental: \$200 for pool and multipurpose room

Sunday

Pool Rental

Hospitality for swimmers and coaches

Flat Costs,  
rental, A/V etc

Anticipated  
Attendance

Food Cost/person

Cost to Participant

Total Food/Bev Cost

Cost to ISI

|    |       |    |        |    |            |
|----|-------|----|--------|----|------------|
| \$ | 50.00 | \$ | -      | \$ | (3,500.00) |
| \$ | -     | \$ | 200.00 | \$ | 200.00     |

This cost must be agreed upon. I just stuck it in there as the figure was discussed by athletes.

Clinic Total Cost

\$ (3,300.00)

FULL WEEKEND PACKAGE TOTAL:

SUM

\$ 6,957.20