

## **DDL (Division of Libraries) Expenses for DLA 2008 Pre-Conference**

<u>Venue:</u>	<u>Costs:</u>
The Outlook at the Duncan Center	
Food & gratuity	\$1888.64
Room rental and projectors	0.00
<u>Presenter:</u>	
Warren Graham	2000.00
(Fee includes travel and incidentals)	
<u>Supplies:</u>	
Books: Black Belt Librarians	255.00
Lanyards	0.00*
Name tags	10.00
Notepads	0.00**
Pens	0.00**
Signage	<u>20.00</u>
<b>TOTAL</b>	<b>\$4173.64</b>
<b>Total number of attendees:</b>	<b>77</b>
<b>Cost per attendee:</b>	<b>\$ 54.20</b>

\*provided by vendor

\*\*drawn from DLA Conference purchase

*Submitted by Kathy Graybeal 5/30/08*