

The Pacific Northwest Chapter of the American Society for Indexing

presents:

Better Skills, Better Business Fall 2017



Saturday September 16, 2017
Marriott Springhill Suites—Columbia Room
1421 SE Tech Center Drive, Vancouver, WA 98683

Agenda

Saturday, September 16

- | | | |
|------------------|--|-----------------------------|
| 8:30-8:50 a.m. | Registration
Note: Breakfast for hotel guests is included in the price of hotel registration, and is available in the lobby area. Please have breakfast before the meeting. | |
| 8:50-9:00 a.m. | Welcome | Sam Arnold-Boyd |
| 9:00-10:15 a.m. | Tax Deduction Tips and Business Discussion

Back by popular demand, Scott's tax tips can lead to significant savings over the years. Attendees will learn how to maximize deductions when coming to an indexing conference! Following his presentation, participants can share problems and solutions about the business aspects of being an indexer. Scheduling jobs, managing time, organizing records, communicating with clients, and keeping healthy might be some of the topics we'll address. Bring your business-related questions! | Scott Smiley
Madge Walls |
| 10:15-10:30 a.m. | Break | |
| 10:30-11:30 a.m. | Speed Networking
This session will give every attendee an opportunity to meet and find out a bit about every other attendee in a fun, comfortable format. The "indenteds" will meet the "run-ins"; the "small caps" will meet the "large caps"; the "sees" will meet the "see alsos". Designed to accommodate introverts and extroverts. Please bring something to introduce yourself to exchange with others - it could be a resume, a few pages of a sample index, a paragraph or two about yourself, etc. We will let you know prior to the meeting how many copies to bring. | Sam Arnold-Boyd |
| 11:30-1:00 p.m. | Networking Lunch. Lunch will be pay-your-own-way at a variety of area restaurants. Attendees will choose a nearby location and get to know someone new or catch up with old friends. A delivery option is available for those who would rather remain on-site. | |

1:00 - 1:45 p.m.	Business Meeting/Volunteer Recognition	Scott Smiley
1:45-3:30 p.m.	Cookbook Indexing - A Fresh Look Cookbook indexing may sound simple, but it isn't. We'll investigate what makes cookbooks (and their users) different from typical texts, principles and best practices for indexing them, and indexing challenges and how to handle them. And we'll look at as many real examples as we have time for, so if there's a cookbook index in your library that you love or hate, bring that too, along with your questions, comments and pet peeves.	Thérèse Shere
3:30-3:45 p.m.	Break	
3:45 - 5:15 p.m.	Knotty Bits Group Discussion A "knotty bit" is a perplexing indexing problem which can be a struggle for new and experienced indexers alike. Participants will submit "knotty bits" both ahead of time and during the discussion (as time allows), knowing that many minds working together are much better than one mind in isolation when it comes to generating possible solutions to aggravating conundrums. This is your chance to ask those niggling little questions that you're never sure how to answer. If you want to submit questions ahead of time, which will be read anonymously for group discussion, please send them to judyannst@gmail.com	Judy Staigmiller
5:15-5:30 p.m.	Wrap-up	Sam Arnold-Boyd
6:00 p.m.	Chapter Dinner (pay your own way) Location to be determined after we have an idea of the number attending. Vegetarian and gluten-free options will be available.	

Sunday, September 17

8:30 - 10:30 a.m. **PNW/ASI Board Meeting**
Springhill Suites, Columbia Room
All chapter members are encouraged to attend.

Our Speakers

Thérèse Shere has indexed more than a hundred and fifty cookbooks over the years, has taught cookbook indexing workshops around the country, and is the author of "Best Practices for Cookbooks" in "Best Practices for Indexing" (American Society for Indexing, 2015) and "Indexing Recipe Titles" in Indexing Specialties: Cookbooks (Information Today/American Society of Indexers, 2009). In her previous life, she worked for 20 years in the food business, including as restaurant cook and hostess, food magazine columnist, organic farmer, and bakery owner. She lives in Sonoma County, California - food and wine heaven.

Scott Smiley is a full-time freelance indexer who is currently president of PNW/ASI. A member of ASI since 1999 and of PNW/ASI since 2002, he previously served two terms as chapter treasurer. Scott was an instructor for the Graduate School (USDA) indexing course from 2009 until its demise in 2015, has a Ph.D. in geography, and was previously an accountant. He indexes primarily scholarly works in the social sciences, humanities, and other fields.

Note for Macrex users

Gale Rhoades is considering having a Macrex workshop either Friday before or Sunday after this conference. Please contact her for more details. macrexna@gmail.com

Lodging

Marriott Springhill Suites

Overnight accommodations are available September 15 to 17 at the special rate of \$114 per night (two nights available at this group rate). These are small suites that consist of a king bed, plus a sitting area with a sofa that opens to a double bed, a chair, a desk, and a mini kitchen with microwave and small fridge. (Hot plates are available upon request) A room with 2 queens can be requested instead if available for an additional fee. [Book your group rate for PNW/ASI here](#). Or you may call 1-360-260-1000 and ask for the PNW/ASI rate. The special rate is guaranteed for Friday and Saturday night. If you wish to extend your stay at the hotel, please contact Logan Rombach at logan.rombach@marriott.com. Breakfast is included in the price of the reservation (full buffet, not just a continental breakfast).

There is a walking trail very near the hotel. Other amenities include free WiFi and parking. Please note that the **discounted rate is guaranteed only for reservations made by August 16**. You are encouraged to reserve your room early, even if you have not yet registered for the conference.

Directions

Marriott Springhill Suites is located at 1421 S.E. Tech Center Drive, Vancouver WA, less than 9 miles from the Portland International Airport (PDX).

Southbound on I-5 (from Seattle)

1. Take I-5 to exit 7, I-205 south.
2. Take the exit for Highway 14 east.
3. Follow steps 4-6 below.

Northbound on I-5/I-205 (from Eugene)

1. Take I-5 north to I-205.
2. Follow I-205 across the Columbia River into Washington.
3. Take the exit for Highway 14 east.
4. Take exit 8 for 164th.
5. Left onto 164th, and drive until you reach Tech Center Drive (light after 15th)
6. Right onto Tech Center Drive. Hotel is on your right.

From Portland

1. Take I-5 or I-205 north across the Columbia River into Washington.
2. Take the exit for Highway 14 east.
3. Follow steps 4-6 above.

Parking at the hotel is complimentary. You can see maps and directions at: <http://www.marriott.com/hotels/maps/travel/pdxvs-springhill-suites-portland-vancouver>

Transportation

Shuttle Services

Their shuttle is available to take hotel guests to locations within a five-mile radius of the hotel, so if you would like to visit the local area, you can make arrangements with them. They will also drop off at the airport during certain hours, although they do not make pick-ups there.

Need a ride?

Post a note on the Pacific Northwest Indexers Listserv (INDEX-NW) at indexing-pnw@lists.pnwasi.org to request or offer a ride to your colleagues.

Macrex Workshop:

For those of you interested in Macrex, Gale Rhoades is doing a workshop on _____ right before our conference. So this might be a chance for some of you to get 2 workshops on one trip! Details are available:

Area Information

Come a little early or stay a little after the meeting and take advantage of what the Portland/Vancouver area has to offer. Here are a few ideas:

- Powell's City of Books, W. 10th and Burnside, <http://www.powells.com/>. This is an experience not to be missed! This is the largest independent bookstore in the U.S, covering an entire city block with multiple floors.
- Fort Vancouver National Historic Park (Vancouver) <https://www.nps.gov/fova/index.htm>
- Classical Chinese Garden, 127 NW 3rd Avenue, near the Old Town/Chinatown Max stop, <http://www.portlandchinesegarden.org/>
- Ikea, shopping near the Portland Airport, <http://www.ikea.com>
- Japanese Gardens in Washington Park, <http://www.japanesegarden.com/>
- OMSI, the Oregon Museum of Science and Industry, 1945 SE Water Ave., <http://www.oms.edu>
- Oregon Historical Society, 1200 SW Park Ave. (downtown), <http://www.ohs.org/>
- Oregon Zoo, 4011 SW Canyon Road, <http://www.oregonzoo.org/>
- Pearl District (for eating and shopping), <http://pearldistrict.com/>
- Pittock Mansion, 3229 NW Pittock Drive <http://www.pittockmansion.org/>
- The Portland Art Museum, 1219 SW Park Ave. (downtown), <http://www.pam.org/>
- Ridgefield National Wildlife Refuge and Steigerwald Lake National Wildlife Refuge, both near Vancouver. <https://www.fws.gov/refuge/ridgefield/> and https://www.fws.gov/refuge/steigerwald_lake/
- World Forestry Center, 4033 SW Canyon Road <http://www.worldforestry.org/>

The Visit Vancouver website has information about the area and a calendar of events. <http://www.visitvancouverusa.com/things-to-do/events/> and a Visitor's Guide <http://online.fliphtml5.com/nxcu/chst/#p=1>

Environmental Issues

Because a number of chapter members have medically-diagnosed chemical allergies, PNW/ASI meeting sites have been declared fragrance-free zones. We request that attendees avoid using scented products such as perfumes, colognes, shaving lotions, hair spray, hand and body lotion, or soaps on the day of the meeting. Look for "fragrance free" on labels, not "unscented" which may still include fragrances. All meeting rooms are, of course, smoke-free.

Registration Form

Yes, I plan to attend the PNW/ASI 2017 Fall Meeting on September 16!

My check or money order (in U.S. dollars) is enclosed for (select one):

Early Bird registration (received by August 31):

\$65 for ASI, ISC/SCI, and STC members

\$85 for non-members

Regular registration (received after August 31):

\$85 for ASI, ISC/SCI, and STC members

\$105 for non-members

TOTAL AMOUNT SENT WITH REGISTRATION: \$ _____

Please make checks payable to PNW/ASI. (A credit card payment option is available via PayPal only for non-US currency transactions. To use PayPal, either send a completed registration form via email to pnwasi@gmail.com, or send a paper copy of the registration form to Amber DeDerick at the address shown below for registration. We will then send you an online invoice from PayPal that can be used to complete your transaction.)

Registration information:

Name: _____

Street Address: _____

City, State/Zip or Postal Code/Province, Country:

Phone #: _____ Cell Phone #: _____

E-mail address: _____

Name Tag: We will include your first and last name on your name tag, plus the city where you're from unless you request differently here: _____

Will you join us for dinner? (dinner is pay-your-own-way.)

On Friday? Yes No

On Saturday? Yes No

I will have guests: Yes No

Yes No

Number of guests: _____

Number of guests: _____

Will you attend the board meeting on Sunday? Yes No

If this your first meeting, do you want to have a contact person? Yes No

Please send this registration form along with your check (if paying by check) to:

Amber DeDerick, PNW-ASI Treasurer

115 S Race Street

Apt D

Port Angeles WA 98362

Cancellation policy: Cancellations before September 9 receive a 75% refund. Refunds will not be given after September 9.