

**2009 Sanctuary Advisory Council Summit
Alpena, Michigan
May 4 – 7, 2009**

Summit Participants

- ❖ Council Representative: The council chair from each council is invited to attend the meeting. If the council chair cannot attend, the vice chair, secretary or any other council member (as long as the council supports that member representing them at the meeting) is welcome to attend. Each council sends one representative to the Summit; ONMS HQ covers the cost of that individual's travel. (See travel orders and expenses section below.)
- ❖ Council Coordinator: The council coordinator from each site attends the meeting. The site covers the cost of council coordinator travel.
- ❖ ONMS HQ Staff: The ONMS Director, Conservation, Policy and Planning Division Chief, National Advisory Council Coordinator and other ONMS staff as appropriate attend the meeting.
- ❖ Host Site Staff: The sanctuary superintendent of the host site attends the meeting, with the exception of the council coordinator only day. Site staff typically attend the evening reception.

Travel to Alpena, Michigan

It is recommended that you fly directly into the Alpena County Regional Airport (APN). It is a small airport and very convenient to the hotel and Great Lakes Maritime Heritage Center/ Thunder Bay NMS offices. The hotel is 7 miles from the airport (approximately \$10 taxi fare). The hotel also offers a complimentary airport shuttle (contact the hotel for more information).

Other airport options include significantly more drive time:

- ❖ Cherry Capital Airport in Traverse City (TVC) - 2.5 hours
- ❖ MBS International Airport in Freeland (MBS) - 2.5 - 3 hours
- ❖ Bishop International Airport in Flint (FNT) - 3+ hours
- ❖ Capital Region International Airport in Lansing (LAN) – 4 hours
- ❖ Detroit Metropolitan Wayne County Airport (DTW) – 4+ hours

Local Transportation / Car Rental

There is a complimentary airport shuttle to and from the hotel. Limited taxi service is available. A bus will transport meeting participants on the field trip.

Individual car rental (or sharing a rental car between other meeting participants) is highly recommended. Meeting participants will be responsible for their own transportation to and from the meeting, with the exception of the field trip. The Great Lakes Maritime Heritage Center and the Holiday Inn are not within walking distance for most individuals; most restaurants and shops are also not within walking distance. The weather may also not be very conducive to walking.

The Hotel

Alpena Holiday Inn
1000 US 23 North
Alpena, Michigan 49707
www.holidayinn.com
Phone: 989-356-2151
Fax: 989-358-6732

Rooms have been reserved at the federal government rate of \$70 per night, under the block "NOAA Summit". (Hotel reserves right to charge prevailing US government prescribed per diem for hotel accommodations in effect at the time of the meeting.) **Each meeting participant must make and secure their own hotel reservation; provide the block name when making the reservation. Please make your reservation by Friday, March 20, 2009 to get the government rate and be assured of a room.** Reservations should be guaranteed with a major credit card. Individuals are also responsible for canceling hotel reservations, should travel plans change. Please cancel within 24 hours of arrival. See website for more details on: arrival information, hotel details, services, etc.

Meeting Facilities

The entire meeting will be held at the Great Lakes Maritime Heritage Center (500 W. Fletcher Street), with the exception of the field trip.

Travel Orders and Expenses

Travel for each chair will be covered by ONMS HQ, but the invitational travel order must be prepared by the site. Please use accounting code 10-14-0002-00-00-00-00 G8K5B75-PSA. Please note that per diem on travel vouchers will need to be adjusted when meals are provided. Travel for each council coordinator is covered by the site.

Please note that ONMS HQ will cover council chair hotel costs Monday – Thursday; Friday night is not covered. For those chairs coming from Pacific sites, HQ will cover additional nights as necessary.

Council Chair Dinner with Dan (see the agenda for more information)

For the dinner each council chair needs to select between the entrees noted below and notify Karen Brubeck, karen.brubeck@noaa.gov, by Friday, March 20.

- _____ Baked Whitefish (Rated "Best Choice" or "Good Alternative" by Seafood Watch, depending upon if it is caught with trap nets or gillnets)
- _____ Stuffed Chicken Breast with White Wine Sauce
- _____ Stuffed Cheese Shells with Marinara Sauce

****If chairs do not request an entrée selection by the deadline, the Stuffed Cheese Shells will be ordered for them.**

Presentations

Please bring all powerpoints on a thumb-drive and provide to Jean Prevo (TBNMS Council Coordinator) in advance of your presentation. Back-ups are recommended in the event of technical difficulties.

Materials

If you have handouts, plan to bring 40 copies of each.

If you have bulky materials you would like to send ahead, please ship to: Thunder Bay NMS, ATTN: Jean Prevo, 500 W. Fletcher Street, Alpena, Michigan, 49707, phone 989-356-8805 x 13. Please also email Jean so she will expect the package. Individuals will be responsible for picking up packages and bringing them to the meeting.

Weather/Climate

The weather in Alpena in early May is variable but likely cooler than many of you are used to. In May, temperatures range from an average low of 40 degrees to an average high of 64 degrees. Alpena receives an average of 2.61" of precipitation in May. Check the weather before you pack and bring layers, layers, layers. For the field trip also pack a warm jacket, gloves, hat and sturdy shoes, especially if you want to explore outside around the lighthouses or walk to the beach.

Attire

The dress for the entire week is business casual.

Further Questions

If you have additional questions please contact:
Karen Brubeck
National Sanctuary Advisory Council Coordinator
206-842-6084
karen.brubeck@noaa.gov