



American Concrete Institute
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EVENT NAME:	TECHNICAL ACTIVITIES COMMITTEE SUMMER MEETING
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MEETING DESCRIPTION:

The Technical Activities Committee is composed of 13 individuals who are responsible for managing the committees that develop ACI standards, codes and reports, technical content of convention sessions, archival and special publications of the Institute. An additional four (4) ACI staff members also attend this meeting. The current ACI President and Executive Vice President are also invited to attend, but are not required and not always able to attend.

MEETING DATES:

The TAC Summer Meeting is held once a year in July and as of July of 2022 has changed from a 2.5 day event with breakout rooms on day 2 and optional Friday afternoon group activity to a 2.0 day event, preferably on Thursday/Friday – general session only.

PREFERRED LOCATION:

TAC prefers to hold their meetings at a resort or conference center. Locations/venues have been selected through 2022.

DECISION PROCESS:

The Technical Activities Committee considers approximately three destinations 12-15 months in advance of the meeting. ACI staff with approval of the TAC Chair will make the final decision on venue. Meeting space is usually secured 12-14 months in advance of the meeting.

TECHNICAL ACTIVITIES COMMITTEE - PAST HISTORY, ROOMS, RATES & LOCATIONS

DATES	HOTEL/LOCATION	ROOM PICK-UP										TOTAL NIGHTS PICKED UP	ROOM RATE	F&B EXPENDITURE (Includes tax & service charge)		
FOR 2019: CONTRACTED ROOM BLOCK – NOT PICK-UP																
July TBD 2023	TBD Novi, MI					7/12 Wed 13	7/13 Thu 13	7/14 Fri 10	7/15 Sat 3							
July 14-15, 2022	Hotel Distil Louisville, KY					7/13 Wed 20	7/14 Thu 20	7/15 Fri 20	7/16 Sat 5					34	\$179	\$7,571 (Dinner: \$2,611)
July 2021	Coeur d’Alene Resort Coeur d’Alene, ID				7/13 Tue 19	7/14 Wed 19	7/15 Thu 19	7/16 Fri 15	7/17 Sat. 5					59	\$289	\$5,786 (Dinner: \$1,992)
July, 2020	Coeur d’Alene Resort Coeur d’Alene, ID Changed to Virtual event														\$279	Due to COVID-19 Virtual Event
July 17-19, 2019	La Fonda On the Plaza Santa Fe, NM				7/16 Tue 19	7/17 Wed 19	7/18 Thu 19	7/19 Fri 15	7/20 Sat 5					77	\$249	\$4,571 (Dinner: \$2,820)
July 11-13, 2018	Fairmont Olympic Seattle, WA				7/10 Tue 19	7/11 Wed 19	7/12 Thu 19	7/13 Fri 15	7/14 Sat 5					77	\$319	\$12,692
July 12-14, 2017	DoubleTree Novi, MI ACI Farmington Hills, MI				7/10 Mon 1	7/11 Tue 13	7/12 Wed 13	7/13 Thu 12	7/14 Fri 8					34	\$134	\$1,616 (Off-site dinner \$5,294)

DATES	HOTEL/LOCATION	ROOM PICK-UP												TOTAL NIGHTS PICKED UP	ROOM RATE	F&B EXPENDITURE (Includes tax & service charge)
July 19-22, 2016	Double Tree Breckenridge, CO					7/19 Wed 8	7/20 Thu 8	7/21 Fri 8	7/22 Sat 6					36	\$179	\$14,173.10 (Off-site dinner (\$2119.10))
July 7-10, 2015	Mansion on Forsyth Park, Savannah, GA				7/7 Tue 7	7/8 Wed 17	7/9 Thu 17	7/10 Fri 4	7/11 Sat 3					58	\$155	\$7,328.37 (off-site Dinner) \$2,086.50
July 14-17, 2014	Hapuna Beach Prince Hotel Kohala Coast, HI				7/11 Tue 2	7/12 Wed 8	7/13 Thu 20	7/14 Fri 23	7/15 Sat 26	7/16 Sun 31	7/17 Mon 28	7/18 Tue 17	7/19 Wed 5	160	\$199	\$22,463.62
July 10-12, 2013	The Chateaux at Silver Lake Park City, UT				7/9 Tue 20	7/10 Wed 23	7/11 Thu 20	7/12 Fri 14	7/13 Sat 1					78	\$169	\$9,757
July 11-13, 2012	Salishan Spa & Golf Resort *increased staff attendance				7/10 Tue 20	7/11 Wed 20	7/12 Thu 20	7/13 Fri 16	7/14 Sat 0					76	\$159	\$3,602 (off-site dinner \$2,461)
July 13-15, 2011	Crowne Plaza Novi, MI				7/12 Tue 11	7/13 Wed 17	7/14 Thu 16	7/15 Fri 5	7/16 Sat 0					49	\$115	\$2,725 (off-site F&B \$2,060)
July 14-16, 2010	Stoweflake Resort & Conference Ctr. Stoweflake, VT				7/13 Tue 16	7/14 Wed 16	7/15 Thu 16	7/16 Fri 9	7/17 Sat 1	7/18 Sun 1	7/19 Mon 1			60	\$229	\$6,231 All meals on site
July 15-17, 2009	Myrtle Beach Marriott at Grand Dunes Myrtle Beach, SC			7/13 Mon 1	7/14 Tue 19	7/15 Wed 20	7/16 Thu 20	7/18 Fri 10	7/19 Sat 3					73	\$229	\$4,584 (lunches on site, dinner off-site)
July 9-11, 2008	Eldorado Hotel & Spa Santa Fe, NM			7/7 Mon 1	7/8 Tue 17	7/9 Wed 21	7/10 Thu 21	7/11 Fri 18	7/12 Sat 3	7/13 Sun 2				83	\$219	\$3,466 (lunches off site)
July 18-20, 2007	Fiesta Americana Grand Los Cabos Hotel Los Cabos, B.C.S.	7/15 Sat 1	7/15 Sun 2	7/16 Mon 5	7/17 Tue 18	7/18 Wed 18	7/19 Thu 18	7/20 Fri 18	7/21 Sat 6	7/22 Sun 2				88	\$180 S/D	\$7,476 (atypical, all lunches & dinner on-site)
July 19-21, 2006	Fairmont Algonquin St. Andrews by the Sea, NB Canada	7/15 Sat 2	7/16 Sun 3	7/17 Mon 3	7/18 Tue 19	7/19 Wed 20	7/20 Thu 19	7/21 Fri 16	7/22 Sat 1					83	\$199 S/D CAD	\$5,168 CAD (dinner on site)
July 20-22, 2005	Timberline Lodge Mt. Hood, OR			7/18 Mon 0	7/19 Tue 20	7/20 Wed 20	7/21 Thu 22	7/22 Fri 22	7/23 Sat 7	7/24 Sun 1				79	\$185 S/D	\$4,180 (lunches/ dinner on site)
July 12-14, 2004	Hilton Lake Placid Resort Lake Placid, NY	7/10 Sat 6	7/11 Sun 20	7/12 Mon 22	7/13 Tue 20	7/14 Wed 12	7/15 Thu 5	7/16 Fri 0						71	\$179 S/D	\$3,293 (dinner on-site)
July 14-16, 2003	The Resort at Squaw Creek Lake Tahoe, NV	7/12 Sat 8	7/13 Sun 21	7/14 Mon 22	7/15 Tue 20	7/16 Wed 12	7/17 Thu 2	7/18 Fri 2						89	\$219 S/D	\$1,997 + (Dinner hosted No charge to ACI)
July 15-17, 2002	The Bluenose Inn Bar Harbor, ME	7/13 Sat 2	7/14 Sun 16	7/15 Mon 16	7/16 Tue 16	7/17 Wed 16	7/18 Thu n/a	7/19 Fri n/a						78	\$162 S/D	\$1,475 + (dinner off site)
July 16-18,	Kapalua Bay Hotel	7/14 Sat	7/15 Sun	7/16 Mon	7/17 Tue	7/18 Wed	7/19 Thu	7/20 Fri							\$180 S/D	\$5,995 (lunches &

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		9	17	17	17	15	10	4								
2001	Kauai, HI	9	17	17	17	15	10	4						89		dinner on-site)

SLEEPING ROOMS:

Past meeting patterns are typically Monday to Wednesday, or Wednesday to Friday.

ROOM TYPE	DAYS	# NEEDED	BILLING
Single Occupancy	Wednesday or Monday	19	Room, tax & incidentals on own (except staff)
Single Occupancy	Thursday or Tuesday	19	Room, tax & incidentals on own (except staff)
Single Occupancy	Friday or Wednesday	15	Room, tax & incidentals on own (except staff)
Single Occupancy	Saturday or Thursday	5	Room, tax & incidentals on own (except staff)
Single Occupancy	Sunday or Friday	0	Room, tax & incidentals on own (except staff)

*A rooming list detailing guest name, arrival and departure dates, bedding and smoking preference for ACI staff and VIP's will be sent to the hotel group housing coordinator 30 days prior to arrival. Room, tax and incidentals for individuals deemed as staff will go to the master account.

GROUP FUNCTIONS:

DATE	FUNCTION TYPE	TIME	SET-UP	F&B MENU
Day 1	Continental Breakfast	Set by 6:30 am 7 am - 9 am	Service for 18 pp In General Session room	Continental Breakfast Coffee, tea, decaf
	TAC Meeting General Session <i>(Prefer not to be in ballroom where ceilings are high as hearing can be difficult)</i>	Set by 6 am 7 am - 5 pm	U-Shape for 20 pp With only 2pp at top of U 2 people/6' table or 3 people/8' table 2-6' tables in back of room 1 8 x 8 Screen 1 small draped table for client provided LCD Projector 1 extension cord for projector 7 surge protected power strips Water station Pads & pens on tables	
	AM Break	10 am - 10:15 am	Back of General Session room	Coffee Service
	Lunch <i>(Either on own or group lunch at hotel)</i>	12 pm - 1 pm		May be on-site depending on venue location and contract terms
	PM Break	2 pm - 2:15 pm	Back of General Session room	Coffee Service Assorted soft drinks Assorted cookies & brownies
	Reception & Dinner <i>(this dinner is often held at an off-site location)</i>	6:30 pm	Service for 25-40 pp	Limited menu Hotel to provide pre-printed menus at each setting Wine to be served before & during dinner
Day 2	TAC Meeting General Session	7 am - 5 pm	Existing set from day prior	
	Continental Breakfast	Set by 6:30 am 7 am - 9 am	Back of General Session Room	Continental Breakfast for 18 pp Coffee, tea, decaf
	Lunch <i>(Either on own or group lunch at hotel)</i>	12 pm - 1 pm		May be on-site depending on venue location - refer to notes
	PM Break	2 pm - 2:15 pm	Back of General Session room	Coffee Service Assorted soft drinks Assorted cookies & brownies Whole fruit

SPECIAL NEEDS/CONSIDERATIONS FOR CONTRACTING:

- ✓ Must be a full service hotel, resort or conference center with a full service business center.
- ✓ It's preferable if there is a selection of restaurants within walking distance.
- ✓ General session needs to be in the same room each day.
- ✓ General session seating must be 2 people/6' table or 3 people/8' table.

- ✓ If possible, it is preferred that meeting rooms are somewhat secluded from other groups.
- ✓ Prefer that General Session is not in a ballroom because the high ceilings make it difficult to hear.

NOTES:

The group generally prefers to have their lunches on their own(??) , if there is a selection of restaurants within walking distance; otherwise, lunches are served on-site as well as the dinner.