

**ABLOS Conference Funds**

1. The current balance of the ABLOS Conference Funds should be assumed to be zero after making a loss at the 8<sup>th</sup> ABLOS Conference in 2015. The IHB agreed to provide funds to cover the negative balance.
2. Due to the cost of using the Novotel, although an excellent venue, it is recommended the ABLOS considers using the IHB as the venue for the 9<sup>th</sup> ABLOS Conference in 2017. It should be noted that funds are not available for the deposit for the Novotel and the IHB is not in a position to make an unsecured loan from the Operational budget.
3. Holding the event at the IHB will make economic sense and allow some recovery of funds to support activities and future Conferences. It is suggested the registration fee should cover the usual items as well as a reception, coffee breaks and lunches (small buffet with water/soft drinks is about €25-30 per head). It is estimated the maximum costs for 90 participants for two days as:
 

Lunches (30€ x 90 x 2)	= 5,400€
Coffees (10€ x 90 x 4)	= 3,600€
Reception	= 5,000€
Hotel for keynote speaker	= 600€
Flight for keynote speaker	= 1,000€
<b>Total</b>	<b>= 15,600€</b>
4. Assuming approximately 20 non-paying participants, it would require 70 paying participants with a registration fee of 230€ to cover the costs, a small surplus of 500€ would be created.
5. The ABLOS is requested to consider an appropriate registration fee, which will attract sufficient participants whilst covering all costs and generate a reasonable surplus to support ABLOS activities and future Conferences, which could be held at external venues, if demand required.
6. The ABLOS is **invited** to note the information provided and **take** action as deemed appropriate.