



# Humanist Society of Santa Barbara

## Speaker Information Packet

## **1. Introduction**

Welcome to the Humanist Society of Santa Barbara (HSSB)!

This document is meant to provide general guidelines for speakers to our typical, regularly scheduled meetings. Sometimes meeting details differ from our usual practices in which case your contact with the HSSB - usually our Program Chair - will inform you of any deviations from the information contained here.

## **2. Meeting Logistics**

Our general meetings are usually held on the third Saturday of each month. Attendance varies greatly but typically ranges between 40-60 attendees. Topical or controversial subjects may draw an audience of over 100. Some of our special events have drawn SRO audiences of over 700 people.

Our dress code is strictly informal. Your comfort is the sole criterion.

We have two locations where nearly all of our meetings are held. If the HSSB is the sole sponsor, we usually meet in the Patio Room of Vista del Monte (VdM). See Appendix A for detailed information about this location.

If Santa Barbara City College (SBCC) co-sponsors the meeting, we meet in Fé Bland Forum on the SBCC campus. See Appendix B for detailed information about this location.

## **3. Meeting Format**

Generally, the formal meetings start with some introductory remarks by the President followed by announcements by HSSB Board members or others, as appropriate. You (the speaker) will be introduced by the Program Chair and will have up to an hour for your main presentation.

After your presentation we usually have a Question and Answer period. This Q&A period will end about 5 pm. Generally, we have found the Q&A period to be one of the most stimulating parts of the meeting; thus, we try to reserve at least 30 minutes for it.

That said, if you think your presentation would benefit from a different format, please discuss the matter with the Program Chair. We are very flexible and want to have the best experience for you, the speaker, and for our members.

## **4. Audio-Visual Facilities**

The AV tools that are available depend on the location of the meeting. The Patio Room at VdM has a large screen at the front of the room. All other equipment is provided by the HSSB.

At VdM we provide a sound system that includes two high-quality speakers, a system control unit, a hand-held microphone and a lavalier microphone. You will most likely use the lavalier microphone so that you can move about as you give your presentation. We can also mount the hand-held microphone on a podium at the front of the room if that better suits your needs.

If your presentation includes graphics, we provide a modern projector that can be connected to a PC or Mac. This projector includes the ability for you to remotely control your PowerPoint presentation if that is your chosen format. We also have available both PC and Mac laptops for connection to the projector.

The Fé Bland Forum at SBCC has all the modern AV tools you would expect to find in a well-equipped college lecture hall. However, these tools remain under the control of SBCC so that we must make prior arrangements for their staffing and use. If your presentation is to be made at the Fé Bland Auditorium, it is essential that we know your exact needs for AV support well in advance.

Because of the myriad of multimedia formats that are currently in use, we sometimes run into difficulty in making all the right hardware connections. We have found that the best solution to this problem is for you to provide us via CD, DVD, a memory stick or the internet with the files you plan to use well in advance of the meeting date. That way, we can work with those files to make sure your presentation will go smoothly. We can support memory sticks or your own laptop at the meeting location itself but those approaches have proven problematic in the past and we would like to avoid them.

No matter which location will be used, it is essential that we coordinate as early as possible regarding all aspects of your AV needs so that no last-minute problems arise.

## **5. Post-Meeting Activity**

Usually we go to a nearby restaurant for dinner after the formal meeting ends. You are encouraged to attend as our guest. If you have a companion traveling with you, we welcome that person as our guest as well. The post-meeting dinner may continue discussion of your presentation or may range over an unlimited variety of topics. This dinner is informal and unscripted...and fun. We hope you can join us.

## **6. Contact Information**

Usually your primary contact with us will be our Program Chair. If for any reason that line of communication should break down, a complete list of contacts is available at our web site. For your convenience, here is a list of contacts related to your appearance before our Society.

### HSSB Web Site

[www.SantaBarbaraHumanists.org](http://www.SantaBarbaraHumanists.org)

### Program Chair

Dick Cousineau

E-Mail: [Programs@SantaBarbaraHumanists.org](mailto:Programs@SantaBarbaraHumanists.org)

Phone: 805/687-2371

### Publicity Chair

Andrew Hankin

E-mail: [Publicity@SantaBarbaraHumanists.org](mailto:Publicity@SantaBarbaraHumanists.org)

Phone: 805/965-3739

### President

Roger Schlueter

E-Mail: [President@SantaBarbaraHumanists.org](mailto:President@SantaBarbaraHumanists.org)

Phone: 805/962-6316

# Appendix A

## Vista del Monte

### Meeting Location

Usually our meetings are held in the Patio Room of Vista del Monte, a residential retirement community. The specific location is:

The Patio Room  
Vista del Monte  
3775 Modoc Road  
Santa Barbara, Ca 93105-4474

Links to this location are available on:

[Google Maps](#): Note that the green arrow should point to “Rd” in “Modoc Rd” instead of its location on this map.

[Mapquest](#): Note that the red star should be midway between La Cumbre Circle and Ferrara Way.

[Yahoo Maps](#): Note that the black “A” should be located in the middle of the text “Modoc Rd”.

Use [this link](#) for a map of the Vista del Monte campus and directions to our meeting room.

# **Appendix B**

## **Santa Barbara City College**

### **Meeting Location**

When our meeting is co-sponsored by Santa Barbara City College, our meetings are normally held in one of their lecture halls on campus. The specific location is:

Fé Bland Forum  
Santa Barbara City College  
821 Cliff Drive  
Santa Barbara, CA 93109-2394

Links to this location are available on:

[Google Maps](#)

[Mapquest](#)

[Yahoo Maps](#)

Use [this link](#) for a map of the location of Fé Bland Forum on the SBCC campus.