

June 26, 2007

This letter is to offer positive testimony regarding the work of Bob and Karen Winget, also known as Toolbox Conference Management. I had the pleasure of working with "Toolbox" during the planning and operation of our first regional conference: *Substance Use and Brain Development*, which focused on healthy brain development, earlier this year.

Beginning with not more than an idea of a conference, Bob Winget and "Toolbox" truly provided the expertise of how, what and where to begin. Bob Winget worked with other conference committee members providing insight and recommendations on all aspects of hosting a regional conference. Based on his years of experience, Bob was able to provide key "next steps" for conference promotion, registration, fundraising, site negotiation and essentials, information design and management, and website management.

Registration for the three-day conference could have proven to be problematic with a less experienced team, however, with "Toolbox," registration was smooth and uneventful. Wanting to be as accessible to the community as possible, we offered a wide variety of fee options, and "Toolbox" handled this challenge with grace and professionalism. Indeed, registration was so successful that conference evaluations rated this component of the overall conference as an extremely positive experience.

I value the expertise of Bob and Karen Winget. They have high standards for professionalism and efficiency. They are friendly, open to suggestions and extremely responsive to feedback. I recommend "Toolbox" to anyone needing conference management expertise as I cannot imagine a better team.

Very truly yours,

C.A. Baskerville, CPS
Sr. Program Services Coordinator
Lane County HHS
Community Prevention and Health Promotion Program
125 East 8th Avenue
Eugene, Oregon 97401
Cindy.Baskerville@co.lane.or.us
(541) 682-3031

