



Scheduling Mel FAQs

HOW FAR IN ADVANCE DO I NEED TO BOOK?

We suggest booking events 6-9 months in advance. However, you can check with us at info@melkennedy.com to see if she might be available on sooner dates.

WHAT TYPE OF EVENTS DOES MEL DO?

Mel presents Keynote and break-out sessions at Diocesan, Liturgical, and Women's Conferences. She is also available for parish and group events such as concerts, women's retreats, spiritual presentations, and liturgical training. In addition, she can be scheduled for Parish Missions.

HOW MUCH DOES IT COST FOR AN EVENT?

Mel's stipend is based on the number of presentations and days she will be at your event. A single morning or evening presentation starts at \$250. Longer presentations over multiple days range from \$500-\$1000. Travel and lodging expenses are additional.

WHAT ARE THE DETAILS OF THE TRAVEL EXPENSES?

The ministry books all of Mel's travel and makes every effort to find the least expensive options. For airline, we book the most economical non-stop flight available. If a non-stop is not available, we will book Mel on the least expensive one-stop with the shortest overall travel time. If Mel is driving to your event, mileage is 50¢ per mile and is based on the shortest travel time from either Carson City or Las Vegas, NV to your location. Lodging is typically booked at a Marriott, Hilton, or Hyatt brand hotel. If a group rate is available at a different brand, the ministry may book at that location if it has interior corridors with a good safety and cleanliness rating. Please note that Mel cannot stay in private homes or rectories. If local transportation (to/from airport and venue) is not provided by venue, it will be arranged as a rental car or taxi/Lyft services, whichever is less expensive. Travel typically runs from \$300-\$1000 depending on location and the number of days Mel is present at your event.

HOW CAN WE HELP COVER EVENT EXPENSES?

Keep in mind that the parish/group may offer the presentations at no charge to participants, collect registration fees or sell tickets (which are kept by the parish/group). You may also have free-will offering baskets set-up. Many venues use an event with Mel as a fund raiser. Some churches/groups sell tickets for the presentations, especially concerts. Depending on your area, ticket prices are usually \$10-15 per person. If lunch or dinner is included in the price, tickets can be offered at \$25-\$30 per person.

In addition, some groups have found a sponsor (local Christian bookstore, restaurant, or parishioner who might want to promote their business) to help cover Mel's stipend and/or travel expenses. In return, the sponsor(s) receives advertisement and can also sell/promote their business at the event.

PRESENTATION AREA

Mel typically needs access to the presentation area at least 90 minutes before the event begins. The type of presentation will help determine the best location. Concerts, parish missions, and some liturgical trainings are best suited for the worship area, while women's retreats and other presentations usually work well in the parish hall or another gathering space. For conferences, if Mel is giving multiple presentations outside of the keynote, she requests that they be held in the same room whenever possible.

MERCHANDISE TABLE

The ministry will need a 6-ft. table to set-up CD's & books available for purchase before and after the keynote, workshop, retreat, or concert. She will need a volunteer to help with sales. The volunteer should arrive 30 minutes prior to the start of the event and remain 20 minutes after.

TO SCHEDULE DR. MEL FOR AN EVENT OR FOR ANY QUESTIONS REGARDING BOOKING MEL,
PLEASE USE THE BOOKING LINK ON THE CONTACT PAGE. THANK YOU!

melkennedy.com