

**New York North
2018FallAssembly
Convention Coordinator Report**

Here are the upcoming conventions and host Districts.

- Fall 2018 District 15 - September 21-23, 2018, Comfort Inn and Suites, North Syracuse
- Spring 2019 Districts 29 & 25 - May 17-19, 2019, Rochester, New York
- Fall 2019 District 21 - Comfort Inn and Suites, North Syracuse
- Spring 2020 Districts 22 & 8

- Fall 2020(Election Assembly) Districts 18 Volunteered, to be voted on

I created a signal page conference summary sheet to help capture the information that I get asked the most when starting a convention/assembly. Sent to Fall Chairperson for a first use. It's a work in progress and may be modified over the next few conventions.

I am also asking the Chairs of future conventions to send me a copy of their hotel contract. This will help future Chairs, as they will have other contracts to compare with.

Although not required, copying me on any Convention minutes you create during the planning stages would be helpful. I think this way the notebook the guidelines suggest to send at the end of the convention will not be needed, saving place in the archives. The minutes, contract and conference summary can all be stored electronically.

Always looking for host Districts. You don't have to do it alone, can pair up with another District and you have the ESH of NYN. There are some guidelines on the NYN website that lay out some of the basics. We are all here to support each other.

Spring Convention/Assembly is typically held in the host District or nearby. Fall Assembly is held in the Syracuse area. If you are interested in hosting a Spring or Fall Convention or have any questions about it, just send an email and I will be happy to share my ESH on it.

Yours in Service
Kevin M