



# *Sons of The American Legion*

DETACHMENT OF NEW YORK

Suite 1300 • 112 State Street • Albany, New York 12207 • (518) 463-2215  
Fax (518) 427-8443 • Email: [info@nylegion.org](mailto:info@nylegion.org) • Website: [www.sonsdny.org](http://www.sonsdny.org)

**John P. Chang**  
Detachment Commander

**Robert J. Avery**  
Detachment Adjutant

**DATE:** April 8, 2014

**TO:** Detachment Executive Committee:  
Elected/Appointed Officers, Assistants, Aides,  
Committee Chairmen and Members,  
Past Detachment Commanders, Color Guard, Specials,  
Advisor, Assistant Advisor, Consultant,  
District and County Commanders,  
District, County and Squadron Adjutants

**BY:** Robert J. Avery, Adjutant                      Christopher Burtch, Assistant Adjutant  
Raymond Jarvis, Assistant Adjutant  
Mark D. Kearsing, Assistant Adjutant

**RE:** A) Official Call to the 40<sup>th</sup> Annual Detachment Convention

## **A) OFFICIAL CALL TO THE 40<sup>th</sup> ANNUAL DETACHMENT CONVENTION**

Pursuant to Article IV of both the Constitution and By-Laws of the Sons of The American Legion, Detachment of New York, the Annual Convention is hereby called by order of the Detachment Executive Committee and Detachment Commander John P. Chang for the following purposes:

- 1) To complete all business of the Detachment for the fiscal year.
- 2) To vote on any Resolutions which are typed and properly submitted in accordance with the Detachment Manual.
- 3) To vote on any Amendments to the Constitution and By-Laws which are typed and submitted in accordance with Article XII.
- 4) To elect a Commander, Five (5) Vice Commanders, a Chaplain, a Historian, an Alternate National Executive Committeeman and a National Executive Committeeman.

## **DELEGATES/ALTERNATES:**

Representation of Delegates shall be allotted in accordance with Article IV, Section 2 of the Constitution. Each County shall be allowed two (2) Delegates and (2) Alternates and one (1) additional Delegate and Alternate for each ten (10) members or major fraction thereof, paid up to Detachment HQ thirty (30) days prior to Convention.

## **REGISTRATION:**

**The Registration Fee is \$10.00 per member.** A check, payable to "Sons of The American Legion Detachment of New York", must be received with the Registration Form at Detachment HQ fifteen (15) days prior to Convention for pre-registered delegates and alternates. No cash is

accepted. **The required Registration Form is included in this mailing and also may be found in the Detachment Manual.** All delegates and alternates must produce a valid Membership Card to register. There will be no exceptions! Those who do not pre-register may register at the Convention, provided they make payment by check, have completed the Registration Form, and meet all other requirements. Delegates and alternates will receive their credentials and convention packet upon check-in at the Credentials table at Convention.

**DEPARTMENT PARADE:**

Parade uniform consists of SONS cap, white short sleeve shirt, black pants, black footwear and socks. The Detachment Officers and Executives march in the first division. **All other SONS march with their County delegations.** All members are requested to march! Sons of The American Legion marching units must register their colors prior to the parade. Judging results will be available for pick-up on Saturday morning at the site of the Legion Convention, and a judge will also be present to answer any questions between 8:30 and 9:00 AM.

**HOUSING FORMS:**

A Housing Form is included with this mailing and you may make additional copies as needed. ALL REQUESTS FOR HOUSING MUST BE MADE USING A HOUSING FORM! In order to insure placement at our Headquarters Hotel, SONS should return the Housing Form **to the address noted thereon**, as soon as possible. **Requests for housing must be received by June 23, 2014.** **NOTE:** You may disregard the signature approval line for the County Housing Chairman.



**40<sup>th</sup> ANNUAL DETACHMENT CONVENTION AGENDA**

SONS HQ HOTEL & CONVENTION SITE: Holiday Inn Albany on Wolf, 205 Wolf Road, Albany, NY 12205

Tuesday July 15, 2014	7:00 PM	Finance Commission
<b><u>NOTE: Only Finance Commission members receive per diem reimbursement for this meeting!</u></b>		
Wednesday July 16, 2014	6:00 PM	Pre Convention DEC Meeting
Thursday, July 17, 2014	9:00 AM -11:45 AM 12:00 PM – 1:00 PM 1:15 PM – 3:00 PM	Convention Meet The Candidates Luncheon Convention
Friday, July 18, 2014	9:00 AM 2:00 PM 6:30 PM	Convention Installation Luncheon Department Parade-Crossings Park
Saturday, July 19, 2014	10:00 AM	Post Convention DEC Meeting

REGISTRATION SCHEDULE:

Wednesday, July 16, 2014	5:00 PM – 6:00 PM 7:00 PM – 7:30 PM
Thursday, July 17, 2014	8:00 AM – 11:45 AM 1:00 PM – 2:00 PM
Friday, July 18, 2014	8:00 AM – 9:30 AM

**NOTE:**

Although every effort will be made to adhere to the above time schedule, it is subject to change. Any changes will be announced and/or posted during Convention.

**GOLF OUTING:**

The 10<sup>th</sup> Annual Convention CWF Golf Outing will take place on Wednesday July 16<sup>th</sup> with all proceeds benefiting The American Legion Child Welfare Foundation. Entry and hole sponsorship forms are included in this mailing. *All Legion Family members are welcome!*

**INSTALLATION LUNCHEON:**

The Installation Luncheon will be held on Friday July 18, 2014 at 2:00 PM at Joseph E. Zaloga A.L. Post 1520. NOTE: The Luncheon will be served promptly at 2:00 PM. Transportation will be provided from the Holiday Inn to the Zaloga Post and back.



***. SONS OF THE AMERICAN LEGION DETACHMENT OF NEW YORK***

***INSTALLATION LUNCHEON RESERVATION FORM***

Friday, July 18, 2014 @ 2:00 PM / Joseph E. Zaloga A.L. Post 1520  
4 Everett Road, Albany, NY 12205

Name \_\_\_\_\_ Tele. \_\_\_\_\_ # Attending: \_\_\_\_\_

Address \_\_\_\_\_

Email: \_\_\_\_\_

***Luncheon Menu:***

***Baked Ziti, Sausage & Peppers, Meatballs, Chicken Wings,  
Meat Platter, Macaroni Salad, Potato Salad,  
Rolls, Butter, Coffee or Tea, Dessert***

***RSVP by July 10, 2014***

Mail this form along with a check for \$15.00 per person payable to:  
"Joseph E. Zaloga Squadron 1520"

to:

David L. Bishop  
Joseph E. Zaloga Squadron 1520  
4 Everett Road  
Albany, NY 12205

(518) 590-6483 [bcadlb@hotmail.com](mailto:bcadlb@hotmail.com)



**DETACHMENT OF NEW YORK  
CONVENTION DELEGATE/ALTERNATE  
REGISTRATION FORM INSTRUCTIONS**

**Submitted by:** County SONS Adjutant, or if no County Organization, the Squadron Adjutant.

**Purpose:** To register Delegates and Alternates and pay the registration fee for Convention.

**Deadline:** Fifteen (15) days prior to Convention.

**FEE: \$10.00 PER DELEGATE OR ALTERNATE**

**Details:** Delegates/Alternates amounts are based on membership totals of the Counties, thirty (30) days before Convention, therefore the County Sons Adjutant certifies them. If no County Organization exists, the Squadron Adjutant certifies Squadron Delegates/Alternates. A meeting of Squadrons within a County can be held to coordinate representation.

**All members shall produce their membership card at Convention Registration.**

**Detachment Constitution – Article IV and Convention Rule #9 shall be complied with.**

**All registration fees MUST be paid by check payable to: Detachment of New York SONS and shall accompany registration form.**

**ONE FORM PER COUNTY, IF ORGANIZED**

**IMPORTANT: NO CASH WILL BE ACCEPTED AT REGISTRATION.  
EFFECTIVE 1993**

**Sons of The American Legion**  
**Detachment of New York**  
**Child Welfare Foundation Golf Tournament**

**July 16, 2014**

**Mohawk River Country Club**

847 Riverview Road - Rexford, NY 12148

**Captain & Crew Format**

\$55.00 per person/ \$220.00 team of four

**8:00 AM TEE TIME**

Includes: 18 holes of golf, cart, hotdog or hamburger with a drink on the turn and  
Buffet Lunch at Joseph E. Zaloga Post 1520 after play.

**All Proceeds to Benefit The Child Welfare Foundation**

Full payment is required by July 9, 2014

Captain: \_\_\_\_\_ Phone: \_\_\_\_\_  
Player 2 \_\_\_\_\_  
Player 3 \_\_\_\_\_  
Player 4 \_\_\_\_\_

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Directions from Holiday Inn Wolf Road to Mohawk River C.C.: I-87 north to EXIT 8A Grooms Rd. (7 miles). Turn LEFT onto Grooms Rd. (west) travel on Grooms Road for 5.8 miles then road has a 90 degree right turn and the name changes, to Riverview Rd. the golf course is on your right in 0.2 miles. Turn into the driveway where the Driving Range sign is located. Directions from Mohawk River C.C. to Joseph E. Zaloga Post 1520: Return to I-87 south to Exit 4. Keep right at the fork, follow signs for New York 155 W/Airport. Turn left onto County Rd 153/NY-155 W/Wolf Rd. Turn left onto County Rd 151/Albany Shaker Rd. At the traffic circle, continue straight to stay on County Rd 151/Albany Shaker Rd Turn right onto County Rd 155/Everett Rd. to the Zaloga Post.

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Mail this form along with a check payable to:

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to:

David L. Bishop

Joseph E. Zaloga Squadron 1520

4 Everett Road

Albany, NY 12205

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ATTENTION  
NEW YORK STATE LEGION FAMILY



THE DETACHMENT OF NEW YORK, SONS OF THE AMERICAN LEGION IS OFFERING YOU AN OPPORTUNITY TO SHOW YOUR SUPPORT FOR A VERY IMPORTANT AMERICAN LEGION PROGRAM, THE CHILD WELFARE FOUNDATION.

**THE DETACHMENT OF NEW YORK IS HOLDING A CAPTAIN AND CREW GOLF TOURNAMENT PRIOR TO CONVENTION AT THE MOHAWK RIVER COUNTRY CLUB ON WEDNESDAY, JULY 16, 2014. EACH YEAR, ALL THE PROCEEDS FROM THIS TOURNEY ARE DONATED TO THE CHILD WELFARE FOUNDATION.**

**ALL HOLE SPONSORS WILL BE RECOGNIZED WITH A COMPUTER GENERATED SIGN POSTED ON THE COURSE FOR ALL PARTICIPANTS TO SEE, THEY WILL BE DISPLAYED AT THE LUNCHEON AFTER THE TOURNEY, AS WELL AS IN THE SONS MEETING ROOM DURING SESSIONS AT CONVENTION.**

**THE COST OF THE SPONSORSHIP, AND ALL THE RECOGNITION THAT YOUR POST, UNIT OR SQUADRON WILL RECEIVE IS ONLY A \$25 CONTRIBUTION!!!**

Business Name: \_\_\_\_\_

Post, Unit, Squadron Number and Name: \_\_\_\_\_

City: \_\_\_\_\_

Contact name and phone # \_\_\_\_\_

EMAIL ADDRESS : \_\_\_\_\_

Please make checks payable to: "Joseph E. Zaloga Squadron 1520" and mail forms and checks to:

David L. Bishop  
Joseph E. Zaloga Squadron 1520  
4 Everett Road  
Albany, NY 12205

**THANK YOU FOR YOUR INVALUABLE ASSISTANCE!**



**LEGIONNAIRES HOTEL RESERVATION FORM**  
**96<sup>th</sup> Annual American Legion - NYS Convention**  
**July 17-19, 2014**  
**Albany, New York**



All of your discounted hotel reservations are only being coordinated through the Albany County Convention & Visitors Bureau. Please do not contact the hotels directly. Discounted blocks of rooms have been reserved at specific hotels for your convention and the back of this form outlines all hotels and special convention rates. **NO RESERVATIONS WILL BE TAKEN OVER THE TELEPHONE, VIA FAX OR EMAIL.** Your room request must be received by May 22 2014 for the Marriott and June 23rd for Desmond and Holiday Inn. There are no exceptions. THIS FORM IS FOR ONE ROOM ONLY; PLEASE DO NOT REQUEST BLOCKS OF ROOMS. County delegations wishing to stay together in the same hotel **MUST SEND ALL FORMS IN AT THE SAME TIME.** You are more than welcome to make a copy of this form in order to make other reservations as needed. *Please note your County Housing Chairman must sign this form.* Kindly give all information required. *Please print clearly.*

County: \_\_\_\_\_ District: \_\_\_\_\_

Reservation Name: \_\_\_\_\_  
 (Hotel confirmation will be sent to the Reservation Name)

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Telephone No.: \_\_\_\_\_ E-mail: \_\_\_\_\_

Date you are checking into the hotel: \_\_\_\_\_ Date you will be departing: \_\_\_\_\_

If applicable, please print first and last names of additional occupants (do not include yourself):

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

**Please check appropriately:**

Legion: \_\_\_\_\_ Auxiliary: \_\_\_\_\_ Sons: \_\_\_\_\_ Guest: \_\_\_\_\_ Delegate: \_\_\_\_\_ Alternate: \_\_\_\_\_

**All reserved rooms are non-smoking. If you would like a smoking room, please circle below.**  
 (Special requests are forwarded to your chosen hotel, they cannot be guaranteed. Please reconfirm upon check-in)

**Please circle any special requests:**                      Smoking                      Handicap

*If you are tax exempt, the room reservation will need to be in the name of the person who is listed on the tax exempt form. The completed and signed tax exempt form ST119.5 will need to be presented at check-in and signed by the registered guest AND the organization representative (not to be the same person). NOT DURING CHECK OUT. In addition, if you are utilizing the ST119.5 form you must also provide a copy of the matching ST119 for the main organization.*

**RESERVATIONS WILL NOT BE ACCEPTED WITHOUT A CREDIT CARD GUARANTEE. THERE ARE NO EXCEPTIONS.**

Print Cardholder Name: \_\_\_\_\_

Card No. \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Please circle Card Type: American Express                      Discover                      MasterCard                      Visa

Signature of Cardholder: \_\_\_\_\_

**SIGNATURE OF COUNTY HOUSING CHAIRMAN:** \_\_\_\_\_

**(Reservation forms will not be accepted without this signature) (OVER)**



If you have any questions with regard to this form or your hotel reservations, please contact Debby Goedeke, Convention Services Manager at the Albany Convention Bureau – [dgoedeke@albany.org](mailto:dgoedeke@albany.org) or 518-434-1217 x100. Please do not send a check, cash or tax exempt certificate with this form. Please **MAIL** your completed form to: Debby Goedeke, Convention Services Manager, Albany County Convention & Visitors Bureau, 25 Quackenbush Square, Albany, New York 12207.

**Please indicate your hotel choice in order 1-3. Rooms will be assigned on a first-come first-serve basis. The rate indicated does not include state or local taxes. Rates are per room, per night. Hotel check-in is at 4:00pm, hotel check-out is 11:00am.**

Single = 1 person in room Double = 2 people in room/2 beds Triple = 3 people in room/2 beds with one cot.

<b>Hotel</b>	<b>Rate</b>	<b>Choice No.</b>	<b>Amenities:</b> (Hotel amenities are subject to change without notice)
<b><i>Albany Marriott Hotel</i></b> <b>(Auxiliary Headquarters)</b> 189 Wolf Road Albany, NY www.marriott.com	<b>\$125.00</b> Single Double <i>Triple(cot)</i>		Luxury, full-service hotel, indoor/outdoor pool, Starbucks, Markets Restaurant, Chats Lounge, room service, and complimentary airport shuttle. Complimentary parking. Hotel is smoke free.
<b><i>Desmond Hotel &amp; Conference Center</i></b> <b>(Legion Headquarters)</b> 660 Albany Shaker Road Albany, NY www.desmondhotelsalbany.com	<b>\$119.00</b> Single Double Only		Complimentary Wi-Fi throughout hotel, airport accessibility with 24 hour complimentary on-demand shuttle, transportation to restaurants and shopping with the immediate area including Colonie Center Mall, fitness facility, indoor pool, billiards room, business center and complimentary newspapers in hotel lobby. Complimentary parking. Hotel is smoke free.
<b><i>Holiday Inn Albany on Wolf</i></b> <b>(Sons Headquarters)</b> 205 Wolf Road Albany, NY www.hialbanywolf.com	<b>\$119.00</b> Single Double <i>Triple(cot)</i>		Complimentary Wi-Fi. Complimentary transportation to the airport. Heated indoor pool with sauna and whirlpool, seasonal outdoor pool, 24hr Fitness Center and e-space arcade with The Grille restaurant and 205 Martini Bar. Limited smoking king rooms available. Complimentary Parking.