



SONS OF THE AMERICAN LEGION DETACHMENT OF NEW YORK

112 State Street Suite 1300 Albany, NY 12207
518.463.2215 www.sonsdny.org facebook.com/sonsdny twitter.com/sonsdny



Commander William Clancy, III
Adjutant Robert J. Avery

Date: November 5, 2017
RE: Official Communication from the Detachment Adjutant

OFFICIAL CALL TO THE MID-WINTER CONFERENCE & DEC MEETING

Pursuant to Article 2, Section 2 of the By-Laws of the Sons of The American Legion, Detachment of New York, a meeting of the Detachment Executive Committee is hereby called by Detachment Commander William Clancy, III. All DEC members as authorized in the Expense Authorizations are expected to attend. Most are expected to submit a typewritten report. Refer to the DEC Manual for a full explanation of attendance, report and conduct policies. ALL MEMBERS OF THE SONS OF THE AMERICAN LEGION ARE INVITED TO ATTEND!

SCHEDULE:

Friday, January 19, 2018 5:00 PM Commander's Rally Radisson-Albany Wolf Road

Committee/Commission Meetings:

6:00 PM	Americanism	Radisson-Albany Wolf Road
6:00 PM	VA & R	"
6:00 PM	Membership	"
6:00 PM	Legislative	"
7:00 PM	Public Relations	"
7:00 PM	Finance	"
7:00 PM	Children & Youth	"
6:00 PM	Leadership Workshop	"
7:00 PM	Advisors Seminar	26 High Street The Desmond 600 Albany-Shaker Road Albany, NY

Saturday, January 20, 2018 8:30 AM DEC Meeting Radisson-Albany Wolf Road

1:00 PM S.A.L. Workshop: 26 High Street
The Desmond

Committee/Commission Meetings:

1:30 PM Conventions & Meetings Radisson-Albany Wolf Road

2:45 PM Internal Affairs
The Chairmen (or authorized representative) from Membership, and Convention and Meetings shall report before Internal Affairs. Member Training & Development may report in advance or by written report.

Note: Meeting Room locations at the Radisson-Albany will be posted.

Lodging: A block of rooms is being held at the Radisson-Albany, 205 Wolf Road, Albany, NY. The rooms are \$110.00/single/double. A Housing Form is included with this mailing, and MUST be used to obtain reservations. Deadline for reservations is 3:00 PM on December 29, 2017. Please bring your own tax-exempt form!

Directions: Thruway Exit 24 to I-87 North (The Northway), take Exit 4. Turn right at the ramp to the Radisson-Albany, turn left off the ramp and left again at the light onto Albany-Shaker Road to reach The Desmond.

All Detachment Commission/Committee Chairmen, or their representative, are expected to attend The American Legion’s Committee Meetings which correspond to the subject matter of your Commission/ Committee, and be prepared to provide a verbal report to the DEC if possible. All SONS members are encouraged to attend Legion Committee Meetings as well. All Legion Committee Meetings are held at The Desmond. The complete schedule for The American Legion is available on the Department website.

*****The Annual Department Mid-Winter Dinner will take place Saturday – January 20, 2018 with a reception at 6:00 pm followed by dinner at 7:00 pm. Those who wish to attend will be required to pay a nominal fee of \$35.00 which includes the reception, dinner, and gratuity. Only ticket holders will be allowed entrance to this affair. Enclosed is a dinner reservation form. Please return your dinner reservation and check to Department Headquarters. Tickets will be issued on a first-come, first-served basis. As last year’s dinner was a sell-out we advise you to make your reservations early. Tickets must be picked up before 3:00 pm January 20, 2018 at The American Legion Office, Room 112, The Desmond.

MID-WINTER REPORTING PROCEDURES

All Chairmen will give their reports before the Executive Committee, including Americanism, Children & Youth, Finance, Internal Affairs (including Membership, Conventions & Meetings and Member Training & Development), Legislative, Public Relations and VA & R. Detachment Officers will also be reporting.

Pre-Submitted Reports:

The following will send their reports directly to the Adjutant who will consolidate and make copies for distribution at the Meeting:

- ALL District Commanders
- Commander’s Advisory

The deadline for pre-submitted reports is January 10, 2018.....NO EXCEPTIONS!
If at all possible please email your report preferably in Microsoft Word format.

Sons of The American Legion

DETACHMENT OF NEW YORK

Mid – Winter 2018 Housing Form



Meeting or Convention Name: SONS OF THE AMERICAN LEGION
Dates: January 19-21, 2018

Room Rates: \$110.00 Single (1 person) \$110.00 Double (2 persons)
 \$129.00 Suites

Note: The Radisson-Albany is a 100% Non-Smoking facility.

Reservations must be received prior to: 3:00 PM / December 29, 2017

New York State and county taxes not included
ONE FORM PER ROOM REQUEST!

A first nights room deposit OR credit card guarantee is required for each reservation request. A 72 hour cancel notice is required for refund of deposit monies.

Deposit Enclosed _____

Credit Card # _____

Expiration date: _____

Check out time – 12:00 Noon Check in time – 4:00 PM

Name: _____

Address: _____

City, State, Zip _____

Daytime Telephone (_____) email: _____

Arrival Date _____

persons _____

Departure Date _____

Sharing with _____

PLEASE MAIL THIS FORM DIRECTLY TO THE HOTEL:

Radisson-Albany 205 Wolf Road Albany, NY 12205-1124
 (518) 458-7250

or FAX to: (518) 458-7377 or EMAIL to: prowe@innercirclehotels.com

Attn: Reservations



**The American Legion
Department of New York
99th Annual Mid-Winter Conference**

Reception & Dinner Reservation Form

Enclosed is my check payable to:

The American Legion, Department of New York

In the amount of \$_____ for _____ Ticket(s) at **\$35.00** each for the **99th Annual Mid-Winter Conference Reception & Dinner on Saturday, January 20th, 2018**

Name: _____

Email: _____

County: _____

District: _____

Mail this form with checks to:

The American Legion- Department of New York
112 State Street
Suite 1300
Albany, NY 12207

Note: All Tickets can be picked up at the Registration Table at the Conference.

Tickets must be picked up BEFORE 3:00 p.m. on Saturday, January 20th, 2018