

## **The Zone President's responsibility to the Annual Meeting:**

1. Attend as a delegate of the Executive Board.
2. Submit a complete list of delegates and alternates to the Albany Office August 15. Be certain that those designated are educator members of NYSRTA and that they are willing to attend.
3. Be available at the Annual Meeting to designate an official delegate replacement from the alternate list in the event a delegate cannot attend.
4. Inform your members as to their location on the floor at the Annual Meeting sessions.
5. Plan ahead for your zone's activities as host of the Annual Convention. ("See Hosting the Annual Convention" below)

NOTE - Expenses for members of the Executive Board and delegates-at-large are paid by the Association.

## **HOSTING THE ANNUAL CONVENTION**

Bylaws: ARTICLE VII

CENTRAL ZONE	1953, 1957, 1963, 1971, 1979, 1987, 1996, 2005, 2014, 2024, 2034
CENTRAL WESTERN ZONE	1955, 1959, 1965, 1973, 1981, 1989, 1998, 2007, 2016, 2026
EASTERN ZONE	1954, 1958, 1964, 1972, 1980, 1988, 1997, 2006, 2015, 2025
LONG ISLAND ZONE	1969, 1977, 1985, 1993, 2002, 2011, 2020, 2030
NORTHERN ZONE	1966, 1974, 1982, 1990, 1999, 2008, 2017, 2027
NORTH CENTRAL ZONE	1966, 1974, 1982, 1994, 2003, 2012, 2021, 2031
NORTHEASTERN ZONE	1966, 1974, 1982, 1994, 2003, 2012, 2022, 2032
SOUTHERN ZONE	1962, 1970, 1976, 1984, 1992, 2001, 2010, 2019
SOUTHEASTERN ZONE	1961, 1967, 1978, 1986, 1995, 2004, 2013, 2023
WESTERN ZONE	1951, 1956, 1960, 1968, 1975, 1983, 1991, 2000, 2009, 2018, 2028

## **SUGGESTED PROCEDURES FOR HOSTING THE ANNUAL CONVENTION**

1. President of the host Zone should appoint a chair and/or co-chair for the Annual Convention.
2. Select a theme for the Annual Convention.
3. Prepare a banner (optional). The banner can be made locally and may be used to highlight the outstanding features of the Zone geographically.
4. Convention schedule will remain the same. Tuesday pm registration through lunch on Thursday.
5. There will be no signature gifts.
6. Each Zone will bring 2 baskets (value of \$50-\$100) for raffle and the proceeds will be split 11 ways between the Zones and the Association.

7. The Host Zone may prepare a large item to raffle off separately as they will be responsible for bringing the tickets and selling them. This will counter these expenses.
8. The Host Zone has access to the yellow vests for identification purposes.
9. Annual Workshop Committee will plan only two to three workshops on Tuesday; NYSRTA and Host Zone workshops on Wednesday morning.
10. We will use other rooms and combinations of rooms for all general activities instead of the showroom to save money.
11. Plan for hosts and hostesses to be used as greeters and to be evident in the lobby at all times to help the guests and to refer their problems to the proper people.
12. Prepare the Zone information for the program. The host Zone is responsible for the design of the program. This includes the front cover, inside of the front cover, listing of songs (who plays and who directs), who gives the invocation and who leads the Pledge to the Flag. Also who gives the benediction, and the closing song for the first day of the Convention dinner, copy for the inside of the back cover, and the outside of the back cover. By September 1<sup>st</sup> the above program pieces should be in the hands of the  
 Executive Office Manager  
 NYSRTA  
 8 Airport Park Blvd.  
 Latham, New York 12110-6414
13. Furnish information for a dinner program for the evening meals which indicates who gives the invocation, who leads the Pledge to the Flag, who plays and directs the songs that you have selected that will be used for the opening and closing of the program, and who gives the benediction. This, too, should be sent to the Office by September 1<sup>st</sup> to be forwarded to the printers. All other material, such as names of officers, delegates, speakers, etc. will be furnished by the Association.

To be handled by the Association:

1. Seating arrangements in the dining room and meeting halls.
2. Set up of display tables throughout the hotel required by the Zone.
3. **All requests from the host Zone to the hotel are to be handled through the Site Chair of NYSRTA.**

Revised April 2015

## HISTORY OF ANNUAL CONVENTIONS

#	Year	Host	Location	#	Year	Host	Location
1 <sup>st</sup>	1951	WZ	Rochester	2 <sup>nd</sup>	1952	SEZ	New York University, NYC
3 <sup>rd</sup>	1953	CZ	Hotel Syracuse, Syracuse	4 <sup>th</sup>	1954	EZ	Hotel Wellington, Albany
5 <sup>th</sup>	1955	CWZ	Powers Hotel, Rochester	6 <sup>th</sup>	1956	WZ	Buffalo
7 <sup>th</sup>	1957	CZ	Hotel Syracuse, Syracuse	8 <sup>th</sup>	1958	EZ	DeWitt-Clinton, Albany
9 <sup>th</sup>	1959	CWZ	Powers Hotel, Rochester	10 <sup>th</sup>	1960	WZ	Statler Hilton, Buffalo
11 <sup>th</sup>	1961	SEZ	Nelson House, Poughkeepsie	12 <sup>th</sup>	1962	SZ	Mark Twain Hotel, Elmira
13 <sup>th</sup>	1963	CZ	Hotel Syracuse, Syracuse	14 <sup>th</sup>	1964	EZ	Queensbury Inn, Glens Falls
15 <sup>th</sup>	1965	CWZ	Manger Hotel, Rochester	16 <sup>th</sup>	1966	NZ,NCZ,NEZ	Schine Inn, Massena
17 <sup>th</sup>	1967	SEZ	Grossingers, Liberty	18 <sup>th</sup>	1968	WZ	Grossingers, Liberty
19 <sup>th</sup>	1969	LIZ	Concord, Kiamesha Lake	20 <sup>th</sup>	1970	SZ	Concord, Kiamesha Lake
21 <sup>st</sup>	1971	CZ	Concord, Kiamesha Lake	22 <sup>nd</sup>	1972	EZ	Concord, Kiamesha Lake