

**District 3 Fall Conference  
MARRIOTT – MELVILLE, LONG ISLAND  
1350 Old Walt Whitman Road  
Melville, NY 11747  
Saturday, 3 November 2018**

20 August 2018

Dear Commander,

This letter provides information on the District 3 2018 Fall Conference being held on **Saturday, 3 November 2018** at the above Marriott in Melville. November may seem like a long time away, however, there is so much to be done and our Planning Committee must start now if we want to have another successful Fall Conference. You as Commander can help us with our planning, therefore, read the information below, act accordingly and encourage your members to attend. Also, please note that the Conference this year is early in November different from previous years when it was held later.

***THIS YEAR WE WILL BE SUPPORTING SEATOW'S STUFF A BOAT PROGRAM FOR TOYS FOR TOTS. PLEASE BRING AN UNWRAPPED TOY TO THE CONFERENCE.***

***FALL CONFERENCE FLYER***

- This Flyer should be placed in your monthly publication as soon as possible and we request as much advertising as we can get. A copy of this Flyer should also be sent to your Squadron Publication Officer by you.
- Checks for the Luncheon will be sent along with the information on the flyer **directly to me**; there is a location on the flyer for your members to place their name, their check number, amount, and what Squadron they wish to sit with. Please make sure that all checks are made out to **USPS District 3** (no cash will be accepted).
- It is your responsibility as Commander, to inform your squadron of the Conference date, and the date that the Checks are due to me. Again this year there will be a special discount for early reservations. All checks received by **Monday 22 October** are entitled to this ***Special Discount***.
- In addition, on the morning of the Conference when you register, you or someone you designate must pick up all lunch tickets for those attending the Luncheon from your squadron. The Marriott table arrangements will provide us with the ability to seat ten (10) at a table, and you will receive lunch tickets with table numbers on them. For example, if you have twelve (12) attending the luncheon you will have two (2) tables assigned to you. The second table will be a partial table that will be shared with another squadron (I will try to keep squadrons tables together, or near each other). When you distribute the tickets to your squadron, the decision of who will sit at each table is yours. The only exception to this is the District Bridge, Past District Commanders or guests who will be assigned seating by me, accordingly.
- **The *Special Discounted* price is \$24 per person for all reservations received by 22 October 2018.**

- This date is important because I must provide the **Marriott** with a lunch count by that date. **Therefore, reservations received after 23 October will be charged \$37.00.** Remember, the Reservation Form must be returned **to me on or before the cutoff date, Monday 22 October to receive the *SPECIAL DISCOUNTED* price.**
- There will be no lunch tickets sold on the day of the Conference, unless there is a cancellation and seating will be at that table. It is important that you stress this point when informing your members about attending the Luncheon at the Fall Conference. Do not miss out on this event because of tardiness.
- It is important that each member return the **Reservation Form**, along with his/her check, to me and not a piece of paper with their name on it. The form provides me with important information and, therefore, the completed form **must be returned to me (please no pieces of paper this year)**. All checks are payable to **USPS District 3**.

The Flyer details the Hot Buffet Luncheon, and is prepared with all considerations for all our members attending. We have tried over the years to maintain a reasonable price and a quality of food that you will enjoy. We hope that since the **Marriott**, in previous years has provided outstanding food for our Fall Conferences that this year will be no exception, and that everyone will partake of the luncheon. District 3 needs your support, so please encourage your membership to attend this important event. Spend the day learning new and important information as well as fostering the camaraderie among the membership.

For this Conference to be a success, we need your help. The year it will be held in one meeting room with two presentations, one on Environment and one on Leadership. This will allow all members to participate in both seminars. We have Peconic BayKeeper guest speaker Paul O'Neill who will discuss how the organization is working to maintain swimmable, drinkable and fishable waters along Long Island. Then we will have an interactive program hosted by Nicole Kazanecki, which will test your leadership skills. After the presentations you will have time to view the teaching aids created by the squadrons.

**When you receive this information, call me at (631-661-6373) or e-mail me at ([cmvirga@aol.com](mailto:cmvirga@aol.com))** so I know that the information was received by you. Please help me by not having to call you several times to see if you received this information. When you e-mail me, please put your Squadron's name and "**Fall Conference**" in the subject box so I do not think it is junk mail and delete it. In the past, some Commanders claimed that they never received this information. To prevent this from happening please call or e-mail me, thank you.

*Let's make this year's Conference a great success!*

P/C Charles Virga, AP - Conference Chair  
695 Peconic Avenue  
West Babylon, NY 11704  
[cmvirga@aol.com](mailto:cmvirga@aol.com)

Attached: Fall Flyer with Lunch Reservation form,  
cc: District Commander, Fred Smith, AP  
District Education Officer, Luann Kazanecki, SN  
Assistant District Education Officer, Bob Bernstein, SN  
P/R/C Angelo Giovanniello, SN