



THE NEWSGUILD – CWA

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January 24, 2017

To: Local Presidents, Treasurers and Administrative Officers

From: Bernard J. Lunzer, TNG-CWA President 

Re: TNG-CWA Residential New Local Officers Seminar, **March 3-6, 2017**

TNG-CWA's annual residential seminar for new local officers will be held March 3-6, 2017 at The Maritime Institute (MITAGS) located 692 Maritime Boulevard, Linthicum Heights, MD 21090.

This seminar has proven invaluable to new Guild officers. The seminar is a concise “nuts and bolts” primer on the basic tools a new Guild local officer will most immediately need to begin functioning effectively, especially new Presidents and Treasurers. Between them they share much of the responsibility for the day-to-day operations of their locals.

Attendance is limited to small / medium sized locals without a full-time paid Administrative Officer, with priority to:

- ✿ **Small to medium size locals,**
- ✿ **Up to 10 diversity participants on the same subsidy basis as small locals,**
- ✿ **Large locals only if there is space available**

The daily charges at the Institute (MITAGS) include dinner Friday night, three meals Saturday and Sunday and breakfast and lunch Monday. You can check in anytime between 3pm and 6pm on the 3rd, and you must check out no later than 11am on the 6th. TNG packets are provided at time of check-in from 3 p.m. to 6 p.m. Friday.

You will fly into Baltimore/Washington International (BWI) and enjoy complimentary shuttle service to and from the airport. If you choose to drive to save money, you will enjoy complimentary parking at the Institute.

Martha Waggoner
Chairperson

Bernard Lunzer
President

Marian Needham
Executive Vice President

Vice Presidents: John Hill, Sheila Lindsay, Kevin Flowers, Michael Cabanatuan
Eric Russ, Jeff Gordon, Scott Edmonds



TNG-CWA will partially subsidize the expenses of **ONE PARTICIPANT** from locals without professional staff to the following extent:

Fifty percent (50%) – Room and Board costs at the Maritime Institute.

DRIVING – For eligible participants who drive, mileage will be reimbursed at the rate of 53.5 cents per mile.

AIR TRAVEL –TNG-CWA’s travel subsidy is based on the **lowest available coach fares to Baltimore Washington International Airport (BWI)**

NOTE: Discount airlines Southwest and AirTran both provide service to BWI.

Find your local name in the column to the right to determine the percentage of **air travel** subsidy available.

60%	Albany	Montreal
	Boston (Greater)	Ottawa
	Boston	Pittsburgh
	Erie	Rochester
	Hazelton	Scranton
	Kingston NY	Utica
	Manchester	Wilkes-Barre

70%	Dayton	Milwaukee
	Indianapolis	Sheboygan
	Kenosha	Sioux City
	Knoxville	Terre Haute
	Lexington	Toledo
	Memphis	Youngstown
	*All Ontario Locals except Ottawa	
	*All New Brunswick & Maritime Locals	

80%	Bakersfield
	Eugene
	All other Central & Western Canadian Locals

The Local pays for lost time.

Participants should be prepared to stay the full Friday through Monday session. If for any reason a subsidized participant is not able to stay for the entire program, the Local **WILL NOT** receive any subsidy for which they were entitled.

IMPORTANT: Subsidy forms will be given out during the seminar. TNG will issue reimbursement to subsidized locals once they have received the completed form with **ALL RECEIPTS ATTACHED**. Please inform selected participants to save all their round-trip transportation receipts (e.g., airline, parking, etc.) and/or take actual round-trip automobile odometer readings.

