



The new online housing process and dues information

The official Convention Call to the 67th Biennial Convention of the NALC to be held in Anaheim, California, August 9-13, was mailed to each branch and state association in early October. The Branch Call included a branch delegate allotment card advising each branch of the maximum number of delegates it can send to the convention, given the “one delegate for each 20 members” provision of Article 4, Section 1 of the *National Constitution*. This number is based on the branch’s active and retired membership as of October 1.

Branch officers should read the Convention Call thoroughly, since Articles 4 and 5 of the *National Constitution*—provisions concerning the election of delegates, voting strength and related issues—are explained. Delegate eligibility lists must be returned to my office no later than May 21, 2010.

A new housing process is in the works for this convention. Instead of using a housing chair to book rooms for delegates in the NALC block hotels, there will be an online registration method. Housing forms will not be mailed out in February with the delegate eligibility lists and branch secretaries will no longer need to send housing forms and checks for the first night’s deposit to Headquarters. Instead, after my office has received the branch’s delegate eligibility list and registered the delegates, arrangements will be made to allow the branch or individual delegate to proceed with the online booking of rooms in the NALC block. (More information on this arrangement will follow in an upcoming *Postal Record*.)

Processes are being put in place to provide branches with large delegations a method for one person to easily obtain a number of hotel rooms without using the online process—most likely this will be in a spreadsheet form easily uploaded into the Passkey software by the Anaheim Convention and Visitors Bureau (AC&VB), which will be handling the housing registration. Branches using the spreadsheet method (recommended if more than 20 rooms are needed) will be allowed to send checks to the AC&VB for the total of the first night’s room deposits, allowing the branch member responsible for obtaining rooms to avoid entering numerous credit card numbers (only up to 20 rooms can be booked at one time online).

In addition, for those delegates reluctant or unable to

go online to obtain a room, there will be a method whereby the delegate may request a paper housing form which the delegate will complete and then mail or fax to the AC&VB, along with a check or credit card number.

This new process has many advantages. Branches and delegates will have immediate access to all the hotels in the block via the website, which will be set up just for NALC’s registered delegates. Branches and delegates will no longer have to list their top choices and, in the case of larger branches, immediate access to each hotel’s block will allow the branch to see if there are enough rooms for its entire delegation. In addition, each hotel’s cancellation policies will be immediately available and an electronic acknowledgment will be provided.

An e-mail address and phone number of the AC&VB will be provided at a later date in *The Postal Record* for branches or individual delegates who may have questions about registration or obtaining a special room. Again, this new process is intended to make housing registration easier for all branches and delegates, as well as faster.

The yearly national biweekly dues change will take place in Pay Period 1 of 2010 (December 19, 2009-January 1, 2010) and dues will be deducted beginning with the January 8, 2010, paycheck. The dues increase will be reflected in the branch reimbursement checks dated January 29, 2010. Article 7, Section 2 (a) of the *National Constitution* sets the monthly minimum dues structure at two hours’ pay at NALC Grade 1, Step D. Thus, the new minimum dues per pay period will be \$22.41, an increase of \$0.39. National Headquarters holds one-third of this amount, \$7.47, and remits the other two-thirds to local branches (with some being held for state association dues, which are reimbursed monthly).

Of course, some branches may have set dues higher than the minimum dues structure and may increase local dues during the year, as do some state associations. Branch secretaries are reminded that any increase in dues above either the branch’s share of the 2009 minimum dues or above any existing additional branch dues cannot be processed before Pay Period 4, beginning January 30, 2010. Please be reminded: All changes must be made in writing, stating the amount of the change, regardless of whether the changes are considered to be “automatic” under the state’s or branch’s bylaws. ☒