



New York State
1897
Sängerbund
Member: Deutscher Chorverbund



Convention Standard Operating Procedure

When: Annually, the second or third weekend of October.

Process: Registration: Saturday afternoon. Hours to be determined by the Host Society. Other amenities are at the discretion of the Host Society

Board Of Officers/Executive Committee: Meets at the discretion of the President. President to notify the Host society of meeting time.

Bundes Music Committee: Meets at 3:00 or 3:30 PM on Saturday. Music Committee Chair to notify the Host Society of meeting time. Music Committee consists of two (2) people from each society.

General Meeting: Meets at 10:00 AM on Sunday. All delegates, one (1) for every five (5) members of each society approved by the Mandate Committee.

Memorial Service: Held before the close of the convention. Host Society provides the time, music, and the candleholders. The Secretary of the Saengerbund provides the candles.

Host Society: The *Host Society* makes lodging arrangements, blocking out rooms, and requesting an earlier check-in time or alternative arrangement, taking into consideration the arrival times of the delegates from around the state.

The *Host Society* plans entertainment, meals, etc. at their discretion and determines the price of the Badge.

The *Host Society* notifies the officers and each society by letter, of the schedule of the weekend events with times, the price of the badge, the lodging arrangements including price, how and the deadline by which to make reservations as well as any other information attendees will need to know.