

SIXTY-FIRST ANNUAL CONFERENCE



CONFERENCE REGISTRATION PACKET

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GOVERNOR'S OFFICIAL CALL TO CONFERENCE



Dear Altrusans,

On behalf of the District Nine Board of Directors, I am excited to cordially invite you to attend our Sixty-First Annual Altrusa International District Nine Conference at the Waco Convention Center to be held in Waco, Texas on April 21-23, 2017. The theme of our Conference is "Deep in the Heart of District Nine." This event will be hosted by Altrusa International of Temple, Texas, Inc.

I am confident you will find this conference amazing and vital (KEY) to the success of Altrusa. Make plans today to attend and re-energize your enthusiasm for Altrusa. I assure you, Conference will be a fantastic and memorable event. Workshops, events and activities are being planned to cover a broad range of interests. We encourage each of you to bring your spouse, significant other, family members, potential new members and guests to experience the beauty of our organization. We have special events planned for everyone! If you have questions, please do not hesitate to contact me or any member of our Conference committee.

Program Chair
Conference Co-Chairs

Antonia Buban (DTD)
Ginger Tolbert (Temple)
Janna Janes (Temple)

abuban.altrusa@gmail.com
gtolbert@kpaengineers.com
janna@matousconstruction.com

This Conference Registration Packet will give you an idea of the excitement planned for you. Don't miss out on the fun. Start making your plans to attend NOW. We look forward to seeing you there...remember, YOU are KEY to the success of Altrusa!

Warmest regards,

Sylvia Zamora

Governor, Altrusa District Nine





**SIXTY-FIRST DISTRICT NINE CONFERENCE
APRIL 21-23, 2017**

REGISTRATION FORM

Please print legibly.
Your registration will be confirmed via email.

Name _____ Altrusa International of _____
Address _____ City _____ Zip _____
Email _____ Cell _____

Please be aware that your attendance at Conference is your consent to be included in photos and/or videos for the future use of District Nine. If you do not consent, you may opt-out by requesting an opt-out form when you register at Conference.

**CREDENTIALS
RIBBONS**

Check all that apply.

- International Representative
- District Officer
- Club President
- First-Timer
- Past International President
- Past District Governor
- District Committee Chair
- District Committee Member
- Conference Delegate
- Conference Alternate
- Altrusa Member
- ASTRA Member-no conference fee*
- Affiliate Member
- Charter Member of New Club
- New Club Sponsor
- Guest-Full or Partial Reg.

**ASTRA MEMBERS PAY FOR MEALS ONLY*

REGISTRATION TYPE - CHOOSE ONE

	Postmarked BEFORE March 15	Postmarked AFTER March 15 RECEIVED by March 31	Received after March 31 or PAY AT THE DOOR
FULL Registration: Includes all three meals, workshops, business sessions, and conference materials.	\$180	\$195	\$210
PARTIAL Registration (two meals): Includes two meals, workshops, business sessions and conference materials.	\$140	\$160	\$185
PARTIAL Registration (one meal): Includes one meal, workshops, business sessions, and conference materials.	\$110	\$130	\$135
Meals Only (Dinner Guest) No Conference Registration: No workshops, business sessions, or conference materials.	Friday Fun Night \$55	Awards Banquet \$40	Governor's Banquet \$60
	<i>Enter the number of tickets needed per meal in the boxes above.</i>		
	Total for Meals \$ _____		

MEAL SELECTIONS

Friday Night Fun Night	Regular meal or	Vegetarian or	Wheat/gluten-free	Other*
Saturday Awards Luncheon	Regular meal or	Vegetarian or	Wheat/gluten-free	Other*
Saturday Night Governor's Banquet	Steak and Salmon or	Vegetarian or	Wheat/gluten-free	Other*
Saturday Night Governor's Banquet – Do you need special transportation to off-site location? <input type="checkbox"/> Yes <input type="checkbox"/> No				
<i>*Special dietary requirements must be ordered by April 1, 2017. Please describe your need:</i>				

Total Amount Enclosed: \$ _____ No refunds will be given after April 1, 2017.

Make checks payable to:

**2017 District Nine
Conference Account**

Mail registration form and check to:

Ginger Tolbert
c/o KPA Engineers
One South Main
Temple, TX 76501

If paying by credit card email form to:

gtolbert@kpaengineers.com

TO PAY BY CREDIT CARD:

Name on Card: _____

Card Type: Visa MC DISC AMEX

Card Number: _____

Expiration Date: _____ Zip Code _____

Security Number (on back of card) _____

CONFERENCE HOTEL

Waco Hilton
113 S. University Parks Drive
Waco, Texas 76701
254.754.8484

For reservations call
855.275.4790

Hotel Code is ACTWHHF
Group Code is ADN
Special room rate - \$139

**Deadline to obtain this special
room rate is March 25, 2017**

HOTEL ACCOMODATIONS AT THE HILTON WACO



The Hilton Waco provides the upscale atmosphere that you will appreciate while away from home. Located downtown, 4 blocks off 1-35 and only blocks away from the Dr Pepper Museum, Texas Ranger Hall of Fame, Texas Sports Hall of Fame, Armstrong Browning Museum, Cameron Park Zoo and Mayborn Museum with a genuine Historic Village. The hotel is located across from the beautiful Brazos River, and overlooking one of Central Texas' oldest and most visited attractions, the Historic Suspension Bridge and Indian Spring Park. Many groups experience record attendance because of our great location.

Besides the hotel's fine restaurant "The Grille" you will also find other good quality restaurants to suit every taste and budget at the converted Warehouse District directly across the street from the Hilton Waco. The Warehouse Entertainment District also provides great shopping opportunities and sports bars with shuffle board, darts, smoking lounge etc. In Waco you can walk across the 20mph street in safety day or night.

The rate is \$139/night. You are able to reserve any combination of nights for Thursday, Friday, and/or Saturday. You can make your reservations online by clicking this link: hiltonwacodistrictnine or call 855.275.4790, Hotel Code: ACTWHHF, Group Code: ADN. Reservation deadline is March 25, 2017



Besides all the fun, fellowship, and fantastic activities the Conference team has planned for this weekend, take this opportunity to discover Waco, the Heart of Texas.

New to the area is the Magnolia Trail which is a self-guided tour for fans of the HGTV program, *Fixer Upper*. Waco also has several museums, restaurants, sports and outdoors for all to enjoy. For information check out wacoheartoftexas.com.



INTERNATIONAL REPRESENTATIVE

We are pleased to welcome Silvia Silverman, Altrusa International President, as our International Representative to 2017 District Conference.



Currently serving as International President for the 2015-2017 biennium, President Silverman's service as an International Board Member includes her term as President-Elect from 2013-2015, Vice-President from 2011-2013 and International Director from 2009-2011. At the District level, Silvia served as Governor of District Two in 2006-2008, Governor-Elect, and First and Second Vice-Governor. In her club of Montgomery County, Maryland, Silvia has served two terms each as a Director, Vice-President, and President. As International President, Silvia chairs the Executive Committee, and sits on the Personnel and the Finance Committees. During the 2013-2015 biennium Silvia was appointed to the Redistricting Task Force. As International Director, Silvia served on the Leadership Development Committee and assisted in various task forces.

Silvia, born in Argentina, moved with her parents to Florida at age 12. She is married to Jay, her husband of 36 years, and has three children. Scott and wife Melanie live in California with their two children, Lucas and Sydney. Noah and wife Shannon live in Baltimore with their son Jonah. Carly is currently a resident of the District of Columbia.

Silvia received a Master's Degree in City and Regional Planning and worked in the field of Planning for many years. She became a member of the American Institute of Certified Planners, before changing careers. She worked for a few years for the District of Columbia in the field of Contracts and Procurement, attaining certification as a Certified Professional Public Buyer. Silvia has now gone back to her planning roots, working for CV, Inc. a Civil Engineering and Planning Company. Silvia loves traveling, and enjoys cooking and entertaining at home.

KEYNOTE SPEAKER

Every Conference is made especially memorable by our esteemed keynote speaker. There has been no final choice for our keynote speaker for 2017 Conference. Referrals for outstanding speakers are still being accepted. Please send your referral for an outstanding keynote speaker for our 2017 District Nine Conference to:

**Antonia Buban
abuban.altrusa@gmail.com
817-247-8133**

Deadline for Keynote Speaker referrals is January 31, 2017

A MEMORIAL SERVICE FOR OUR DISTRICT NINE ALTRUSANS, who have passed away during the last club year, will be held on Sunday morning at Conference. District Nine Clubs may honor deceased members with a special memorial by sending in the form below.

MEMORIAL REQUEST FORM

Altrusa International of _____

Name of deceased member _____

Date of birth: _____ Date deceased: _____ Member of Altrusa since _____

Photos included: YES NO

Please attach an additional sheet of information, listing the deceased member's Club, District and International offices held, along with contributions to Altrusa and your Club. Please include a personal story about the member.

Submitted by _____

Contact phone number _____

Email _____

Contact information of member who will participate in Memorial Service at Conference:

Name _____

Contact phone number _____

Email _____

Please submit this completed form and photo no later than March 1, 2017 to:

Linda Everidge
6411 Falls Church Street
San Antonio, Texas 78247
linda.everidge@gmail.com
210.241.0581

If a member of your club passes away after March 1st, please contact Linda Everidge as soon as possible.

Kids with cancer want to feel “normal.” That’s why McLane Children’s Scott & White offers Camp Dreamcatcher summer camp each summer. This camp allows them, along with their brothers and sisters, to enjoy a normal summer camp experience providing the necessary specialized medical care.

Camp Dreamcatcher is held each summer at a facility called Camp for All, located in Burton, Texas. Camp Dreamcatcher serves all Pediatric Hematology/Oncology patients, between the ages of 6 and 15, who receive their treatment at McLane Children’s Scott & White.



THE NUMBER “100” IS SIGNIFICANT TO THIS PROJECT:

- **ALTRUSA IS 100 YEARS OLD**
- **BEGIN PROJECT 100 DAYS BEFORE CONFERENCE**
- **TEMPLE IS APPROX. 100 MILES FROM CAMP**

#1 - VIRTUAL RACE

We challenge each Altrusan to sign up to walk and/or run 100 miles from January 11th until April 21st (that’s only 1 mile per day). Your pledge is \$25 for a ½ way trip (50 MILES) or \$50 for a full trip (100 MILES) or \$75 “Sleep-in” option for those who don’t want to walk or run. You can perform this at your leisure as an individual or as a group. To sign up online, visit Facebook page: [Altrusa International Foundation Temple, TX, Inc.](#) You can pay online and post photos along the way. We will update the page regularly with clips about camp and scenery from the race. Feel free to complete this task with a group of Altrusans or friends. All money collected will be donated to Camp Dreamcatcher and each participant will receive a pin or medal during the Friday Fun Night event. Round-trip participants will receive a piece of canvas artwork personally crafted by campers. Email any questions you have to tsquarcette@umhb.edu.

#2 - CONFERENCE HANDS-ON

Throughout Conference, there will be opportunities for Altrusans to decorate and assemble bed signs for each child who will attend camp this year. More information will be provided in the Conference packet, the Conference website, and District Nine’s Facebook page.

#3 - CONFERENCE PROJECT COLLECTION

Please collect and bring the following items with you to Conference: **AA batteries, spray sunscreen, spray bug repellent, 1 oz. –2 oz. hand sanitizers, Sharpies, clear packing tape, general purpose gift cards (visa, etc.).** They can be delivered to the Everything Room throughout Conference.

SILENT AUCTION DONATION FORM



Each Club is asked to contribute at least one item, minimum value of \$25, to District Nine Conference Silent Auction.

All proceeds from the auction will benefit the Altrusa International Foundation.

To ensure we have space for your item and can prepare a proper bid sheet, please complete the form below for each auction item. The forms should be submitted no later than March 25th.

Please type or print clearly for proper bid sheet completion.

Altrusa International of _____ wishes to donate the following:

Auction Item Description: _____

Retail Value of Item: _____

Comments or Special Instructions:

Please send completed form by March 25, 2017 to:

Sherri Woytek
925 Crecent Drive
Belton, TX 76513
sherri.woytek@sbcglobal.net

Please bring your auction items to the "Everything Room" any time after 11:00am, Friday, April 21st

Clubs are invited to create a CLUB DISPLAY to highlight their activities. Displays will be on exhibit in the "Everything Room." Each club display is eligible to win a Club Display Award. Awards will be announced on Sunday morning of Conference!

If your club will be presenting a Club display, please reserve a table. Tables are available on a first-come, first-served basis. Be creative and share the amazing difference your Club has made in your community over the past year! Please see the next page for the Club Display Award Criteria.

CLUB DISPLAY FORM

Deadline to request display space is March 25, 2017

Please type or print clearly.

Altrusa International Inc. of _____ wishes to reserve a table for our

Club display at Conference.

Club Display Contact Name _____

Daytime Phone _____

Cell Phone _____

Email _____

Please send completed form by March 25, 2017 to:

Sylvia Winkler
18120 State Highway 36
Moody, TX 76557
sawinkler@embarqmail.com

Please bring your auction items to the "Everything Room" any time after 11:00am Friday, April 21st

**LEADING TO
A BETTER
COMMUNITY®**

CLUB DISPLAY AWARD CRITERIA

Club displays can be an effective recruiting and marketing tool. Clubs are encouraged to use their displays for that purpose. Bonus points will be given to displays that are constructed allowing for ease of portability and for the quantity and quality of publicity.

<u>Content:</u>	<u>Points</u>	<u>Points Scored</u>
Service Projects	15	_____
Fundraising Events	10	_____
Membership Events	10	_____
Yearbook/Club History/President's Scrapbook	5	_____
 <u>Creativity of Presentation:</u>		
Use of Samples and Photographs	10	_____
Theme and Graphic Design	5	_____
 <u>Altrusa Branding:</u>		
Use of 2011 Logo (only) and Branded Fonts	10	_____
Use of "Leading to a Better Community" Tag-line	5	_____
Marketing Potential	10	_____
 <u>Overall Impression:</u>		
Community Impact	10	_____
Illustration of Club's Direction and/or History	10	_____
 <u>Bonus Points:</u>		
Quantity and Quality of Publicity	10	_____
Ease of Display Portability	5	_____
 Total Score		 _____

Judge's Comments _____

VENDOR FAIR INFORMATION, RULES, AND PROCEDURES

Altrusa International District Nine is pleased to invite you to be a part of the Sixty-First District Nine Conference, “Deep in the Heart of District Nine”. We will welcome members from all over the state of Texas. We expect to host more than 300 attendees. Please be sure to bring plenty of merchandise.

- Your application will be considered for a table based upon criteria such as quality, uniqueness of the merchandise, and price point. Altrusa International District Nine reserves the right to limit vendors and name brand. Selections will be made on a first come, first serve basis.
- Vendors are asked to bring a merchandise donation valued at a minimum of \$25 for our Foundation Silent Auction.
- Meals and other accommodations are not included.
- Table assignments will be assigned according to booth size purchased.
- All Vendor applications are fully refundable until April 1, 2017; however, non-refundable after April 1, 2017.
- Registration/setup begins at 9 am on Friday, April 21st. All exhibitors need to register at the Altrusa registration desk in the Waco Convention Center.



- BOOTH SIZES:** All booths include one 8' table and two chairs. Registration fees are:
- 10' x 10' - \$125, by March 1, 2017; \$165 by April 1, 2017
 - 10' x 15' - \$175, by March 1, 2017; \$215 by April 1, 2017
 - 10' x 20' - \$225, by March 1, 2017; \$265 by April 1, 2017
 - Skirting is available for an additional \$15.
 - Electricity is available for an additional \$90 per outlet
 - A vendor may bring additional tables but must fit within their booth size.

LOCATION: Waco Convention Center, 100 Washington Avenue, Waco, TX 76701

TAKE DOWN: No later than 11:00 am Sunday, April 23, 2017.

SECURITY: Altrusa International District Nine disclaims any and all liabilities for damages to or theft of display or exhibited materials.

VENDOR FAIR: Friday 1:00 pm to 10:00 pm, Saturday 8:00 am to 5:00 pm AND Sunday 8am to 10:30 am. All vendors should be off premise by 12 Noon on Sunday.

Vendor Business/Organization Name _____

Contact _____ Title _____

Mailing address _____

City _____ State _____ Zip _____

Day phone _____ Cell phone _____ Evening phone _____

E-mail address _____ Website _____

Signature of Business Owner _____

Booth Size	10' x 10'	10' x 15'	10' x 20'
Skirting	Yes	No	
Electricity	Yes	No	

DESCRIPTION OF ITEMS TO BE SOLD/DISPLAYED OR SERVICES PROVIDED

(Alcoholic beverages in any form, homemade food products, and perishable foods cannot be sold.)

Other comments for the consideration of your application:

The deadline for Vendor Applications is March 1, 2017. Interested Vendors are encouraged to return completed applications, supporting materials, and booth pictures as soon as possible. The timeliness of receipt of vendor applications may be a factor in the selection decisions and space accommodations. Your application will be considered complete when payment has been received. If you are selected as a Vendor in the Conference Vendor Fair, you hereby agree you will accept the Vendor Fair Rules and Procedures.

For questions, please contact Beverly Luedke at 254.721.1806 or centexluedkes@aol.com.

Please send completed form and check made payable to Altrusa District Nine by March 1, 2017 to:

2017 Conference Vendor Fair
c/o Beverly Luedke
13662 Dandelion Trail
Belton, TX 76513

Please consider a business advertisement, an ad for your annual club fundraising event, a personal celebration announcement, congratulations to a special Altrusan friend or family member, or an "in-memory of" page in the Conference program this year. Details below:

Name of advertiser _____

Email _____ Telephone _____

Please indicate the size for your ad by checking the appropriate box below:

FULL PAGE AD \$300 - 8 1/2 x 11 inches

HALF PAGE AD \$150

QUARTER PAGE AD \$75

BUSINESS CARD AD \$25



Special instructions _____

Please email completed form and digital artwork (.jpg preferred) to:
rphinney85@gmail.com.

Please send check made payable to Altrusa District Nine to:

Regina Phinney
601 Chatham Road
Belton, TX 76513

DEADLINE FOR AD SUBMISSIONS IS MARCH 1, 2017



ALL-STAR AWARD HONOREE FORM

The ALTRUSA ALL-STAR AWARD is a new District Award this biennium and an opportunity for each Altrusa Club to honor and recognize *one* club member for outstanding service to their club and community during the fiscal club year. Each Club is encouraged to sponsor one All-Star Honoree. Award Criteria will be determined by their sponsoring club. The fee to sponsor an honoree is \$50.00.

Each club All-Star Honoree will receive:

- A special All-Star Conference ribbon
- An All-Star award pin
- Special recognition in the Conference program which will include photo, name and club

Altrusa of _____

Name of Honoree _____

Brief Description of Reason for Recognition _____

Please email this form and a digital photo of your Club All-Star Honoree to:
Frances Dalbey at francesdalbey@gmail.com

Please mail a check for \$50 made payable to DISTRICT NINE CONFERENCE FUND to:

Frances Dalbey
PO Box 8771
Greenville, Texas 75404

DEADLINE FOR SUBMISSION OF HONOREE IS MARCH 1, 2017

Please choose vegetarian, gluten-free, and other dietary requirements on the registration form.

FRIDAY LEADERSHIP LUNCHEON (By invitation only)

Ham and Cheese Pyramids
Pasta Salad, Mandarin Orange Spinach Salad with Raspberry Vinaigrette Dressing
Iced Tea, Water, Coffee
Lemon Bars

FRIDAY FUN NIGHT “SWINGING THE NIGHT AWAY”

Brown Sugar Pork Loin from the Carving Station
Grilled Boneless Chicken Breasts with Lemon Coriander Cream Sauce
New Potatoes with Lemon Butter
Green Beans with Bacon and Onion
Corn Soufflé
Garden Salad with Bacon Pieces and Sliced Eggs
Dinner Rolls
Iced Tea, Water, Coffee, Cash Bar
Assorted Cheesecakes

SATURDAY PRESIDENTS’ BREAKFAST (By invitation only)

Sausage-Egg-and-Cheese Breakfast Soufflé
Bacon Strips, Biscuits and Gravy, Green’s Sausage House Breakfast Links
Banana Nut Bread, Blueberry Muffins, Mixed Fruit Cup
Orange Juice, Cranberry Juice, Water, and Coffee

SATURDAY AWARDS LUNCHEON

Chicken Florentine with Long Grain and Wild Rice
Petite Green Beans Almondine
Mandarin Orange Garden Salad with Julienne-style Granny Smith and Honey Crisp Apples
Dinner Rolls
Iced Tea, Water, Coffee, and
Centennial Celebration Cupcakes

SATURDAY GOVERNOR’S BANQUET

Pan Seared Salmon and Horseradish Crusted Beef Tenderloin with a Cabernet Cream Sauce
Grilled Asparagus, Whipped Potatoes
Butter Lettuce & Apple Salad with Toasted Walnuts, Creamy Brie, and Crimson Grapes
Artisan Bread Basket
Iced Tea, Water, Coffee, and Cash Bar
Chef’s Choice Dessert

PRELIMINARY CONFERENCE SCHEDULE

FRIDAY, APRIL 21:

10:00 am to 11:30 am	Pre-Conference Workshop
10:00 am to 6:00 pm	Registration and Credentials Open
11:00 am to 6:00 pm	Club Display Exhibits /Silent Auction Open
Noon to 1:30 pm	Leadership Luncheon, by invitation
1:00pm to 10:00 pm	Vendor Fair
1:30pm to 2:00 pm	Program Team Meeting
2:00 pm to 4:30 pm	District Board of Directors Meeting
4:30 pm to 5:30 pm	First Timers Orientation
5:45 pm to 6:15 pm	Delegate and Alternate Briefing
6:15 pm to 7:00 pm	Opening Session
7:00 pm to 10:00 pm	Altrusa Fun Night - Swing the Night Away

SATURDAY, APRIL 22:

7:30 am to 8:45 am	Club President's Breakfast, by invitation
7:30 am to 8:45 am	Registration/Credentials Open
7:30 am to 8:45 am	Club Display Exhibits/Silent Auction Open
8:00 am to 5:00 pm	Vendor Fair
9:00 am to 11:30 am	Business Session
11:30 am to Noon	Registration/Credentials Open
11:30 am to Noon	Voting
Noon to 1:30 pm	Awards Luncheon
1:30 pm to 1:45 pm	Business Session Resumes
2:00 pm to 5:00 pm	Registration/Credentials
2:00 pm to 5:00 pm	Club Display Exhibits/Silent Auction Open
2:00 pm to 3:00 pm	Workshops
3:00 pm to 3:30 pm	Break
3:30 pm to 4:30 pm	Workshops
5:30 pm to 10:00 pm	Club Photos
6:30 pm	Governor's Reception/Cash Bar
7:00 pm	Line-up of Altrusa Dignitaries
7:30 pm to 9:30 pm	Governor's Banquet

SUNDAY, APRIL 23:

8:00 am to Noon	Collect Exhibits and Silent Auction Items
8:30 am to 11:00 am	Memorial Service and Closing Session
12:00 am to 3:00 pm	District Board of Directors Meeting

Times and schedule are subject to change.

PRELIMINARY WORKSHOP SCHEDULE

Based upon requests from many members regarding the need for education on website navigation, a special Pre-Conference Workshop will be offered on Friday morning from 10:00 am to 11:30 am. Please be sure to bring your own computer. Seating is limited so please pre-register by March 25th. Please email Kim Glodich at kimg.altrusa@gmail.com to pre-register.

Preliminary Workshop Times and Topics

10:00 am - 11:30 am FRIDAY Pre-conference Workshop	District Nine Website Navigation Kim Glodich
2:00 pm - 3:00 pm	3:30 pm - 4:30 pm
Presidents Workshop	Governor -Elect Linda Moore*
Treasurers Workshop Laure Bruner	Secretaries Workshop Linda Everidge
How to Manage an INC club Mary Black Pearson	Foundation Formation and Management Kimberly Kierce
Member Recruiting and Retention Cindy Jolly	Celebrating 100 Years of Service Sylvia Silverman and Debby Weber
Marketing and Media Awareness Trina Taylor	District Nine Website Navigation Kim Glodich
Conference Service Project Hands-On!	Conference Service Project Hands-On!

*This workshop for incoming Presidents is two sessions.

FRIDAY FUN NIGHT SATURDAY ANNUAL AWARDS LUNCHEON

FRIDAY FUN NIGHT

“SWINGING THE NIGHT AWAY”

Come on down our way...
Let's Swing the Night Away,
Deep in the Heart of District Nine.

Just be sure to bring your dancin' shoes! Not a dancer?
No need to fret. A lounge waits for you and your fellow
Altrusans to catch up on what swings your hearts into
Altrusa action.



SATURDAY ANNUAL AWARDS LUNCHEON

ATTIRE

The attire for the Awards Luncheon is business casual.

SEATING

You will be assigned to a table with your Club members so you can celebrate your achievements together. When you enter the ballroom, expeditors will show you to your seat.

AWARD WINNERS

A representative from your Club should come forward quickly to accept the award. If you would like to pause for photographs, please move well to the side so we can keep the flow of the program going. Our awards presenters and Conference photographer will be available after the program for individual photos.

TRACKING WINNERS AND OTHER IMPORTANT INFORMATION ABOUT DISTRICT AWARDS

Your Conference program will have a page for you to write in the winners. All the winners will be listed in an upcoming issue of the *News of Mighty Ninth*, and winning entries will be posted in the Shared Files—District section of our website.

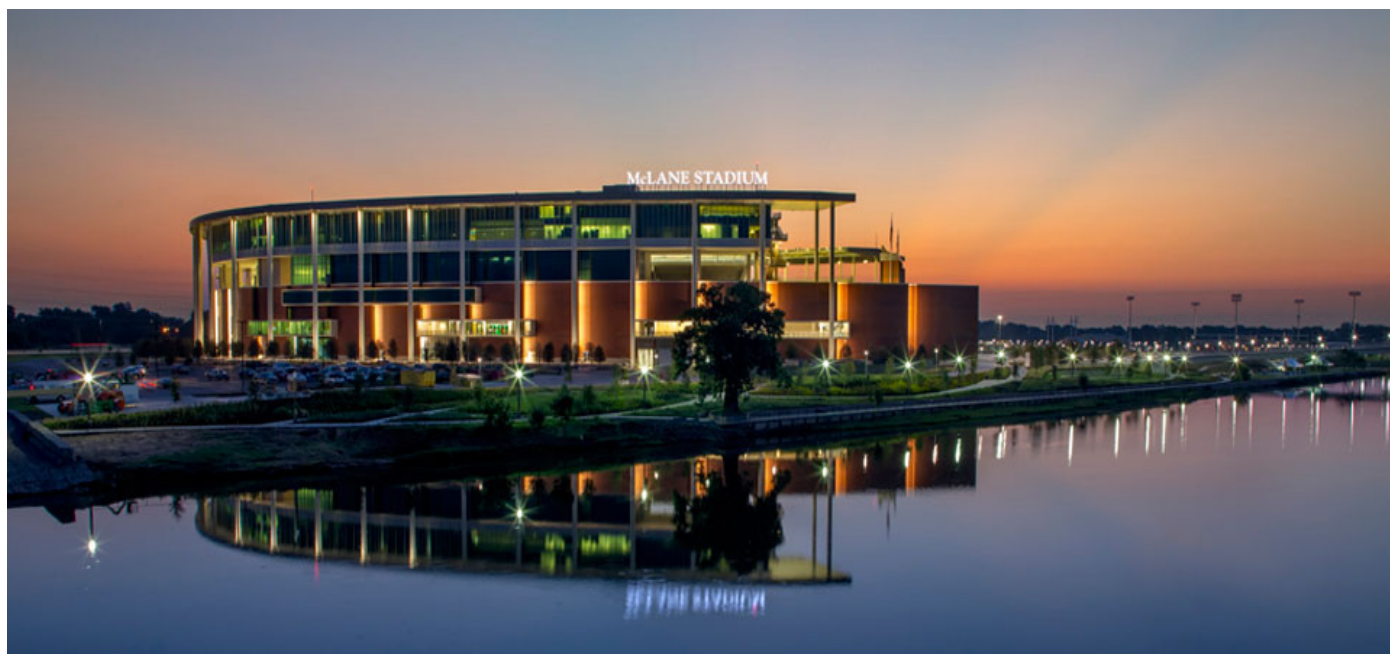
The Sue R. Powell Perfect Attendance Award certificates will be handed out to Club presidents at the Presidents Breakfast on Saturday morning. Perfect Attendance Awards will be acknowledged during the Awards Luncheon on Saturday.

First place winners of the Mamie L. Bass Service Award, the Dr. Nina Fay Calhoun International Relations Award, and the Letha H. Brown Literacy Award will compete against both last year's winners AND the winners from all the other Altrusa Districts for an International Award. The awards will be presented at the 2017 International Convention in Nashville, Tennessee. Make plans to attend Convention and cheer on District Nine!

SATURDAY NIGHT GOVERNOR'S BANQUET

This year, at the Governor's Banquet, we will be installing our Governor and District Board for the 2017-2019 biennium. The banquet will be held at the Baylor Club in the amazing McLane Stadium located at 1001 S Martin Luther King Blvd, Waco, TX 76704. Private trolleys will start running at 5:30pm from the Hilton Hotel lobby. Club photos will be taken at assigned time, as in past years, at the Baylor Club.

Please include your request on your reservation form if you require special transportation from the hotel to the Baylor Club so we can arrange proper accommodations. Ample parking is also available at the Baylor Stadium for those who choose to drive to the event.



Special meal requirements should be noted on the registration form. A Cash Bar will be available throughout the evening. The Governor's Reception will begin at 6:00 pm for all Altrusans and their guests to attend. Group photos of District Nine Clubs will be taken at the Baylor Club. There will be time to visit while photos are being taken at the scheduled times.

As in our past tradition, the seating will be assigned and dress is dressy to formal. Following the Governor's Banquet, the private trolleys will run until 10:30 to return Altrusans and their guests back to the hotel.

Sunday session is one of celebration—celebrating ourselves, our success, and the potential of the upcoming year. You will enjoy the total Conference experience on Sunday. Stay and be inspired!

DEVOTIONAL AND MEMORIAL

We begin Sunday morning with a brief non-denominational devotional service that allows us to reflect on the importance of Altrusa in our lives.

Following the devotional, we will honor the memories of Altrusans who have passed away since our last District Conference with a beautiful candle-lit service to celebrate their years of commitment and dedication to the principles of Altrusa. We hope you will join us for this heart-felt service.

CONFERENCE WRAP-UP

After our memorial, we will bid a Texas farewell to our International President, Silvia Silverman. We will receive an update on the 100th Anniversary Celebration of Altrusa International, Inc. Bids for future Conferences will be presented. First Timer awards will be presented and gifts will be given. We will share the results from our service project and fundraising efforts.

CLOSING

Sunday morning at Conference is a very touching and emotional experience. You will be inspired about all things Altrusa. The Sunday devotional/memorial and following business session will conclude by 11:00 am. Hundreds of dedicated Altrusans will join hands for the Altrusa Benediction, then it is time to check out of our hotel and say farewell to our Altrusa friends.



A fabulous weekend is planned for First Timer Conference Attendees! All fun! Ask any Altrusan about Conference and you'll hear fond memories of their own first Conference. Your first Conference will be memorable, too!

REGISTRATION

Fill out the registration form and send it in with your fee. Please be sure to indicate on the form that you are a "First-Timer".

PRE-CONFERENCE

Please carefully read through this packet of information for details on the Conference schedule and activities, workshops, attire and donations to the Conference Service Project. Discuss travel arrangements and hotel accommodations with your club members.

CHECK-IN

Conference begins on Friday with a pre-conference workshop at 10:00am. Upon your arrival, check-in at the registration table to pick-up your registration packet along with your name tag, ribbons and meal tickets.

FIRST-TIMERS EVENT

Your Conference Program will be included in your registration packet. Please make note of the Friday afternoon First-Timers Session. Please make every effort to make it to this session. You will learn what to expect at Conference, meet some District and International dignitaries, and have a LOT of fun!

SPECIAL SURPRISES FOR FIRST TIMERS

We will have some surprises for you throughout the weekend. Special gifts from our board members are drawn for a few lucky winners. One First-Timer who is registered as such by Saturday morning will receive the honor of participating in the processional at the Governor's Banquet.



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The number of Delegates each Club receives is calculated as of March 31, 2017, as described in the District Bylaws: Each Club in good standing with International with a total Active membership of twenty (20) or less, for whom dues have been paid to International, and to the District where applicable, shall be entitled to one (1) Delegate and one (1) Alternate. For each additional twenty (20) members or portion thereof, a Club shall be entitled to one (1) additional Delegate and Alternate up to a maximum of five (5) Delegates and five (5) Alternates.

PRE-CONFERENCE

Discuss the Slate of Officers with your club members. Be sure, as a Delegate or Alternate, you understand the wishes of your club so your vote reflects the candidates your club endorses. Nominees will be announced in the 2017 Winter issue of News of Mighty Ninth.

CREDENTIALS

Upon arriving at Conference, Delegates and Alternates will check-in at the Registration table to pick-up registration packets. Proceed to the Credentials table to collect voting credentials. A Delegate must be accredited to be eligible to vote, and ONLY Delegates (not Alternates) should cast votes. Alternates will be seated in the Delegate and Alternate section and will attend the Delegate Briefing to be informed on the issues.

DELEGATE BRIEFING

Delegates and Alternates should make every effort to attend the Delegate Briefing on Friday afternoon before the opening session. This briefing is important. At the briefing, rules of elections will be reviewed, candidates for office will be introduced, and any other business that will be brought to a vote will be discussed. Your attendance will ensure you are properly informed.



SEATING

Delegates and Alternates are afforded special seating in the meeting room during business sessions.

THE ISSUES

Voting will take place by secret ballot, immediately following the morning business session on Saturday. Delegates will be instructed on the process for casting ballots before dismissal from the business meeting. Only delegates may vote. All other voting will be done by a voice vote.

- During Friday's opening session, please stand as the board and other dignitaries enter the room. The Governor will ask you to be seated when appropriate.
- Please reserve the front row of seats at each business session for our Past Governors.
- Expect to stay through the Sunday morning session for the ultimate Conference experience.
- When entering the banquet rooms for meals, for safety purposes, please do not tilt the chairs up to save seats.
- First-Timers are encouraged to attend the special First-Timers event on Friday afternoon. Please make every effort to come to the event to receive a warm welcome and a brief Conference orientation.
- We are encouraging Clubs that plan to host a reception at District Conference to reserve a room located on the executive floor. This will allow us to have these receptions located on an "Altrusans Only" floor and not disturb other hotel guests. In order to reserve a room on the executive floor, please contact Co-chair Ginger Tolbert at gtolbert@kpaengineers.com as soon as possible to secure a room reservation. Please note that the rate for these rooms is \$159/night. If your Club is hosting a reception, invitations must be given to Ginger before the end of the business session on Saturday morning. The invitations will be placed on the tables during the Awards Luncheon.
- Please turn off all cell phones or at least set on vibrate during all Conference activities. Using the camera feature on your phone is appropriate, but please do not answer calls during business sessions. If you must take a call during a business session, please completely exit the room before taking the call.

