



NATIONAL GUARD EXECUTIVE DIRECTORS ASSOCIATION

77 H Street NW #439
Washington, D.C. 20001
816-872-4246 (Cell)
202-454-5306

DATE: 9 October 2019
MEMO TO: Executive Directors, Association Presidents, Insurance Administrators, Industry Partners, Life Members, Gamble Award Winners and Friends
FROM: Michele Mahoney, Secretary
SUBJECT: Official Call, 2020 Annual Meeting, Boston, MA

The Annual Meeting of the National Guard Executive Directors Association will be held 20-23 January 2020, at the Boston Park Plaza, 50 Park Plaza at Arlington Street Boston, MA (617-379-7129). The attire for the meeting will be business casual.

Monday 20 January

Registration opens at 1:00
Hosted Reception

Tuesday, 21 January- Thursday, 23 January 2020

NGEDA Annual Meeting for all participants

Registration

You may register using the **online registration form** found at www.ngeda.org. **Registration online is preferred.** If you must use a paper form, you can download the form and mail it with your payment to Michele Mahoney-NGEDA, 77H Street NW #439 Washington D.C. 20001. Please ensure your registration is completed online or returned to the NGEDA office by 30 December 2019. Please note that your state/territory/district/or company must first be a member to be able to register for the conference. To be more specific: State Associations will pay \$300.00 membership and then an additional \$150.00 per person attending. Corporate Members will pay \$200 per company and then an additional \$150.00 per person attending the conference.

Hotel

The group rate at the hotel is \$149.00 day. All hotel reservations must be made individually through the hotel's Reservation link:

<https://bostonparkplaza.reztrip.com/ext/promoRate?property=100&mode=b&pm=true&sr=462014&vr=3>

Please reserve your room early. The *hotel cut-off date* to guarantee the group rate is *30 December 2019*. Rooms are only available until the NGEDA room block is filled. The cutoff date of 30 December does not guarantee that rooms will still be available on that date. The hotel will honor the conference rate 3-days prior to and after the conference *based on availability*. Check-in time for hotel rooms is 3:00 p.m. Hotel Parking: Valet parking \$58, Self-Parking \$40 per day.

Transportation:

The hotel is located 15 minutes from the Logan International Airport. Airport shuttles are available for \$24.00 one way. We suggest Go Boston Shuttle. Taxis average about \$30-35 one way. Taking the T from the airport: Arlington Street (Green Line) and Black Bay (Orange Line) are the closest drops to the Hotel.

Agenda

A draft agenda for this year's conference may be found at www.ngeda.org. This year will feature many classes designed to meet the needs of our executive directors, association officers, and insurance administrators. As the agenda is finalized updates will be posted at www.ngeda.org.

NGAUS 2020 Hotel Visit

The NGAUS Annual Conference hotel visit is scheduled for 1330-1600 hours on Tuesday 21, January. States are required to pay for room deposits by check or credit card at the time of their meeting with the Boston Committee on Wednesday, 22, January. Hotel room deposit amounts are \$100 per sleeping room and \$200 per suite. Credit card payment will be accepted for room deposit payment. Please make checks payable to: National Guard Conference Inc. Failure to pay room deposits will jeopardize lottery standing and may result in a lack of rooms for your state. Please note that only two persons from a state are allowed on the hotel site visit. All hotel assignments will be confirmed prior to the adjournment of the NGEDA meeting on Thursday, 23, January. The hotel lottery for the NGAUS Annual Conference in Charlotte in 2020 will be conducted on Thursday, 23 January.

Sponsorship

Once again, we look to our defense contractor and industry representatives for sponsorship of some of the food and entertainment functions. Their generous support in the past has provided the opportunity to experience a first-class meeting with a very low registration fee. We ask our industry friends to please support us with their sponsorship of an event as noted on the attached sponsorship form.

For Industry Partners:

NGAUS will also be conducting a Convention Center tour for our Industry partners while the States tour the hotels within the blocks.

Tour to the Boston Convention Center will began at 1:00pm on Tuesday, 21 Jan and end by 3:00pm. Meet in the hotel lobby by 12:45 for transportation to the convention center.

Planned tour will be a brief tour of the Tradeshow floor space, Loading Dock Area, Registration area and a quick walk-thru of the Ballroom for States Dinner and the meetings rooms.

If you have any questions or comments concerning the NGEDA meeting please do not hesitate to call Michele Mahoney at 816-872-4246.

We look forward to seeing you in Boston!

Michele Mahoney
NGEDA Secretary