Attention of.....Organiser and Exec of \_\_\_\_\_\_\_ branch.

From......National Secretary.

Subject..... 1977 I.S. National Convention.

Date..... February 18th. 1977.

On the basis of N members for January of 1977, your branch has been allocated <u>2</u> delegates (on the basis of 1 delegate per five members) to the convention. In addition, each branch must nominate one alternate who will be seated only in the even of the absense of the official delegate (thru illnes, lateness, etc.) at the start of any session.

The delegates and alternates will be re-imbursed for the cost of travelling to the convention. As long as they travel by the cheapest means, night-coach flight from the West Coast and car from everywhere else. To cover this cost and other incidental expenses such as child-care etc. all branches are being assessed a convention fee on the basis of \$25 per member. The assessment for your branch is \$250 and must be paid to the national office by March 8th in order to get your delegation seated at convention.

There is no rule which forces NC members to run as delegates to convention given that they have speaking rights and a consultative vote at convention. But NC members who are members of a branch are encouraged to run for election as branch delegate.

Enclosed with this letter is a childcare form. One form must be filled out for each child attending and needing child-care. These forms must be returned to the national office by March 8th. Also enclosed are booking forms for the hotel at which the convention will be held. These must be <u>returned to the</u> <u>hotel</u> by the same date. You will note that the hotel accomadation is even cheaper than last year and we are therefor insisting that all members who attend convention from outside Detroit must stay there or make their pwn arrangements for alternative accomodation. Also, as the hotel is situated in doentown Detroit, those coming by train or plane(using downtown lamo service) will not be picked up but must make their own way to the hotel. Registration will begin on Friday night at six and continue to the beginning of the first session.

In line with the procedure established at the last convention there will be no representation for MAL's and national staff who are not KX branch members. The following branches will therefor have the right to seat a delegation. ATLANTA, BAY AREA, BLOOMINGTON, CHICAGO, CINCINATTI, CLEVELAND, DETROIT UAW, DETROIT IBT, DETROIT COMMUNITY, GARY, INDIANAPOLIS, LOUISVILLE, NEW JERSEY, NEW YORK CWA, NEW YORK UFT, PITTSBURG, PORTLAND, SEATTLE, SPRINGFIELD, LOS ANGELES, and ST. LOUIS. In addition the AUSTIN and PHILADELPHIA groups have the right under our delegate procedures to seat one delegate with no alternate. Similarly the national RED TIDE has the right to seat three delegates and have one alternate. In total there will be 61 delegates.

If any further information is required or there are any problems that this letter does not cover, members should contact either Glenn Wolfe or Isabel Nelson at the national office. We will also publish next week a shedual of documents and a second provisional agenda. Branches should arrange a fullday meeting to discuss those documents not already dealt with in the branch.

Glenn Wolfe. S.W