

TO: SAM Delegate Assembly Members
FROM: Rick Duncan and Paul Furthmyre - SAM Board Officers
RE: 2016 SAM Delegate Assembly • June 16-17, 2016



The annual SAM Delegate Assembly will be held in Helena at the SAM Office on Thursday, June 16 and Friday, June 17. On Thursday, June 16th delegates should plan on meeting from 2:00pm – 5:00pm to Caucus with their affiliate members to discuss the current resolutions and to review proposed additional positions/resolutions. This time has proven to be very beneficial in the past. The Caucus meetings are scheduled to take place at the SAM Office, please gather at 2:00pm for instructions. We encourage you to use this time to prepare your affiliate resolutions.

If you are new to the Delegate Assembly process, we request you to attend the “orientation” from 1:30pm – 2:00pm on Thursday, June 16 at the SAM Office.

Attached (links below) you will find a list of the delegates who have been selected by affiliate presidents to represent each affiliate at the Delegate Assembly. **The first name under the affiliate (Steering Committee Member of the Affiliate) will be the person in charge of facilitating the Caucus meeting on Thursday, June 16.**

Continental breakfast will be served on Friday, June 17th – 8:00am – 8:30am at the SAM Office. We will begin the Assembly promptly at 8:30am in the training room of the SAM office and continue until all positions and resolutions have been heard. SAM President-Elect Furthmyre will review the Rules and Procedures and commence the Assembly. The Assembly will conclude when *all* Positions and Resolutions have been considered (See [Agenda](#), attached). We anticipate finishing prior to lunch.

We are extending a special invitation to you to attend the SAM Evening of Excellence, recognizing Montana Educator Award Winners for the past year, scheduled for 6:00 PM on Thursday, June 16! **Please RSVP whether you are able to attend this great SAM dinner event at the Radisson Colonial Inn by calling the SAM office at 442-2510, or email Kim at: samks@sammt.org.**

We have a Room Block at the Holiday Inn Express and Suites in Helena for June 15th – 17 at the State Rate of \$98.00/night. 3170 N Sanders St, Helena, MT 59602 (406) 442-7500. **PLEASE BOOK RESERVATIONS NOW.**

IT IS EXTREMELY IMPORTANT THAT EACH AFFILIATE BE REPRESENTED BY THEIR DESIGNATED DELEGATES! If you know you will be unable to attend, please notify the SAM office so that an alternate may be advised.

If you have any questions concerning the annual SAM Delegate Assembly, please call the SAM office at 442-2510 or email Kirk at: samkm@sammt.org.

PLEASE FEEL FREE TO DRESS COMFORTABLY FOR THIS WORK ASSEMBLY. Shorts, sandals/tennis shoes, knit shirts, etc. are considered appropriate attire.

ATTACHED: [Delegate List](#), [Agenda](#) and [Order of Business & Rules](#)

LINKED ON THE SAM WEBSITE (www.sammt.org): Positions & Resolutions under ‘About SAM’ then ‘[Delegate Assembly](#)’