



**James D. Clark**

President

April 18, 2018

TO: IUE-CWA Local Unions  
From: Jim Clark, President  
RE: 2018 IUE-CWA Division Meeting Call Letter

IUE-CWA will hold an important non-conference Division meeting for all IUE-CWA Locals on August 2-3 to discuss challenges the Division is facing, move forward with our national programs, and provide valuable training for our Local officers. This meeting will be both educational and productive, as we come together as a Division to learn, share, and work to further the interests of our union members around the country. I **strongly** urge you to attend. The schedule of events will also include a Diversity meeting, IUE-CWA Mentorship program meeting, and a full day of valuable training classes for Presidents, stewards, and financial officers. Attendance at this meeting will fulfill the local meeting attendance requirement under the CWA fully functioning local resolution.

Because this is a meeting and not a conference, no credentialing will occur. Attendees to this meeting need not be elected delegates. Locals may bring as many delegates/officers/stewards as they wish.

The meeting will be held at the Walt Disney World Swan hotel in Orlando, Florida. A block of rooms is being held under IUE-CWA Division meeting. **All local reservations must be made by July 5th, 2018 by using the hotel online registration link at <https://www.swandolphin.com/groupres/IC18/>.** You can click on the hotel link on our 2018 Division Meeting Registration page at [WWW.IUE-CWA.ORG](http://WWW.IUE-CWA.ORG). Rooms are \$199 a night for single or double occupancy plus tax and resort fee.

**Book your rooms early on the hotel website– if the block fills up, we will have to suggest an overflow hotel. You must also register for the meeting on our website – [WWW.IUE-CWA.org](http://WWW.IUE-CWA.org).**

\*To make attendance more affordable, IUE-CWA will reimburse up to \$400 in hotel costs to any local which attends the division meeting AND training day on Friday, August 3<sup>rd</sup>. The only other reimbursements by the International will be for mentorship and diversity programs.

**Local Per diem information for local financial officers:** we will provide a continental breakfast on the main meeting day (Thursday) and the training day (Friday), and there will be a dinner reception on Thursday evening. Your local can pay the \$20 reception fee to IUE-CWA in lieu of giving the attendee per diem for dinner Thursday evening. To help your local better prepare: The Orlando per diem rate is \$59 per day, broken down as \$13 breakfast, \$15 lunch, and \$26 for dinner each day (plus \$5 for maid tips, etc.). With the provided meals, total per diem paid by the local to attendees traveling to Orlando on August 1 and home on August 4 (75% per diem on travel days), should be \$154.50.

Please read the attached pages for details of the meeting, which takes place August 1-3, 2018. We are excited to provide you with special opportunities to make your visit to Orlando even more magical, with special Disney convention ticketing and free transportation from the hotel to all Disney Parks and Disney Springs.



## **Division Meeting Schedule of Event**

*All meetings will take place at the  
Walt Disney World Swan Hotel  
1200 Epcot Resorts Boulevard  
Lake Buena Vista, Florida 32830*

### **Wednesday, August 1st**

- 12 noon- 4:00 p.m. **IUE-CWA Executive Council Meeting (by invitation only)**
- 3 p.m. – 6 p.m. **IUE-CWA Mentorship Program Meeting (by invitation only)**
- 6 p.m. – 9 p.m. **IUE-CWA Division Meeting Check In/Registration (registration desk by the Swan Ballroom)**

### **Thursday, August 2nd**

- 9 a.m. – 4 p.m. **IUE-CWA Division Meeting: Swan Ballroom 5-6**  
(Includes continental breakfast for attendees only)
- We discuss important challenges facing the Division, our 2018 national program plans, the upcoming midterm elections, and other important business.
- 6:45 p.m. – 9:30 p.m. **Reception - Pre-registration required.** Meet outside the Disney Swan front door by 6:45 p.m. for charter bus transportation to the event. Join us for an exciting & family-friendly reception at the Hollywood Studios “Indiana Jones Epic Stunt Theatre.” Attendance is \$20 for 12 and up and \$10 for 3-11.

### **Friday, August 3<sup>rd</sup> All trainings will take place in the Swan ballroom breakout rooms**

- 8:30 a.m. – 3:30 p.m. Diversity Training Meeting (for Diversity Ambassadors only)
- 8:30 a.m. – 3:30 p.m. **See attached sheet for options for full\half-day Training Class sessions. Registration is ONLINE ONLY.**



# IUE-CWA 2018 Division Meeting

## Important Information

**Meeting Registration:** All participants/guests must be registered to attend the Division meeting. The deadline for registering is July 4th. Online registration opens on May 1st, 2018 at [www.iue-cwa.org](http://www.iue-cwa.org). If you are sending more than one person, register each person separately online. Pre-registration is very important, or we cannot guarantee materials. There is no registration charge to attend the Division meeting or training sessions.

\*\*Diversity Ambassadors and Mentees will receive a separate call letter with a separate registration sheet. Because the International will reserve their rooms and pay all costs associated with their travel, you do NOT need to make hotel reservations or pay for the reception for Mentorship Group Mentees or Diversity Ambassadors.

**Division Reception:** In order to defray some of the costs of the reception, \$20 payment per person and registration are required to attend. Immediate family members are also invited to attend at the rates below. \$20 per person for those twelve or older and \$10 per person for children ages 3-11. Under age 3 are free but must be indicated on the registration. Make the check payable to IUE-CWA and mail by July 10<sup>th</sup> to IUE-CWA HQ, 2701 Dryden Rd. Dayton, OH 45439. Indicate on the check whom the payment is for. There will be no refunds. We are not limiting the number of local guests at the reception at this time, but please register early in case we exceed the maximum number of people permitted in the space. Limits will apply if necessary.

**Hotel Reservations:** The meeting takes place at Walt Disney World Swan Hotel. 1200 Epcot Resorts Boulevard, Lake Buena Vista, Florida 32830.

**HOTEL RESERVATIONS MUST BE MADE ONLINE** at <https://www.swandolphin.com/groupres/IC18/>. The room rate is a specially negotiated discount rate of \$199 per night for up to double occupancy plus tax. Again – the deadline is July 4th for reservations. The room block is limited so RESERVE YOUR ROOM EARLY!!!

**Getting to the Hotel: Take a Mears Taxi (\$80 and you can share) or Mears Shuttle (\$35 per person).**

If you are driving from Orlando Int'l Airport (MCO) (approximately 18 miles):

Take Florida 528 West from Jeff Fuqua Blvd. Continue on FL-528 West to I-4 West to Epcot Center Dr. Take Exit 67 from I-4 W. Merge onto Epcot Center Dr. and take the ramp toward Caribbean Beach. Turn left onto E. Buena Vista Dr. and then right onto Epcot Resorts Blvd.

# **2018 IUE-CWA Division Meeting and Reception Registration will be online only at [WWW.IUE-CWA.ORG](http://WWW.IUE-CWA.ORG)**

**(Click on the Division meeting slide on the main page)**

**Registration & Hotel Reservations must be  
completed by July 4<sup>th</sup>**

**During registration, you may also choose  
TRAINING CLASSES for Friday August 3<sup>rd</sup>.**

**Each attendee can register for one Full Day class:**

- 1) Health and Safety Training (8:30-3:30)**
- 2) IUE-CWA Chief Steward Training/Strong Grievance Procedures (8:30-3:30)**

**OR they can register for two half-day classes:**

- 1)IUE-CWA Strong Member Mobilization Training (12:30-3:30)**
- 2) Dues Training/Financial Issues for Officers (8:30-11:30)**

**You will also be able to sign up for a LOCAL HELP SESSION with an  
IUE-CWA Attorney on Friday August 3<sup>rd</sup>.**

**THERE IS A LINK TO THE HOTEL RESERVATION PAGE on  
our site as well. You MUST make hotel reservations on  
the hotel website. You will fill out the hotel reservation  
form on their site and submit separately for each room  
the local is reserving.**