

Time Commitment and Reimbursement Information

The following summary should be reviewed annually and updated as conference schedules, locations, and reimbursement policies change.

Typical Meetings and Conferences

Meeting / Conference	Typical Timing	Estimated Time	Estimated Time Out of District
Board Meeting #1	October	1 day	1 day
SNA Northeast Leadership Conference	November	3 days	2 days
SNA SNIC	January	4 days	2 days
Board Meeting #2	January	1 day	1 day
NYSNA LAC	January	2 days	1 day
SNA LAC	March	3-4 days	2 days
ACDA	April	4 days	3 days
SNA NLC	April	3 days	2 days
NYSNA Annual Conference	May	3 days	3 days
Board Meeting #3	June	2 days	1 day
SNA ANC	July	4 days	2 days
Board Meeting #4	October	Virtual	0 days (virtual)
NYSNA Committee Day	November/December	Virtual	0 days (virtual)

Reimbursement Summary

NYSNA shall reimburse at the early bird registration rate and the conference room block hotel room rate only. Late registrations and missed deadlines are the responsibility of the member.

When NYSNA pays for meetings and conferences, members are expected to actively participate and attend programs.

- **President:** All NYSNA conferences fully paid; required national conferences include NELC, SNA LAC, ACDA, and SNA ANC.
- **President-elect:** All NYSNA conferences full registration only; required national conferences include NELC, SNA LAC, and SNA NLC; optional fully paid conferences include SNIC and ANC, when applicable.
- **Vice President:** All NYSNA conferences full registration only; required national conferences include NELC, SNIC, and SNA NLC; optional fully paid conferences include SNA LAC and SNA ANC, when applicable.
- **Secretary/Treasurer:** All NYSNA conferences full registration only; required national conferences include NELC and two of SNA LAC, SNA NLC, or SNA ANC; SNA NLC must be attended at least once during the first term.
- **Area Directors and At Large Directors:** All NYSNA conferences discounted registration.