

Memo

To: NYS Youth Bureaus
From: 2019 Youth Leadership Forum Chairs
Janeen Cunningham, Putnam County Youth Bureau
Rebecca Robarge, Saratoga County Youth Bureau
Re: Registrations for NYS Leadership Forum
Date: December 20, 2019

Enclosed you will find information regarding the 18th Annual Youth Leadership Forum scheduled for February 4th in Meeting Room 6 on the Concourse Level of the Empire State Plaza, Albany. This event is sponsored by the Association of New York State Youth Bureaus. The forum is an interactive leadership and educational seminar being offered to youth (ages 12 and older) and Youth Bureau personnel from across New York State. Youth will engage in fun teambuilding exercises, participate in discussion groups and be inspired to bring what they learned back to their communities.

The following items are attached with this letter: 2019 Permission & Medical Form for all youth attendees, 2019 Invoice and the tentative agenda. Please register online by going to www.anysyb.net by **January 17, 2019**. This date is firm since we have to meet a cut-off date for the block of rooms at the hotel. Each Youth Bureau can bring up to 4 youth, but registration will be limited to the first 200 youth. Each Youth Bureau will receive one room at no charge for youth participants, and will be responsible for chaperone and additional room charges. Please retain the copies of the Permission & Medical Forms for your records. Only Youth Bureaus will be able to register for this event.

Check-in for the Forum will be held from 11:30 am-12:45 pm in meeting room six (6) on the concourse of the EmpireStatePlaza. Dinner will be provided at the hotel along with evening activities. **** Please note there will be a \$30 fee per person to cover the cost of registration. Any registrations received after the 1/17 date will be charged \$50 per person.** Each Youth Bureau will be expected to collect money from or provide payment for all the youth and adults attending. Checks can be made payable to the Association of New York State Youth Bureaus. Please use the enclosed invoice and return payment immediately.

On the following day, February 5th, youth and Youth Bureau representatives are encouraged to set up appointments ASAP with your state representatives.

If you have questions regarding the Forum, feel free to contact either of us; Janeen @ 845-808-1600 ext. 46120 or Rebecca @ 518-884-4180. Please consider bringing youth to the Leadership Forum. This is a great opportunity for Youth Bureaus to demonstrate our commitment for the young people of New YorkState.

Thank You!