**Secretariat Delegation Meeting #4**

**Week 4**

Thank you all for an incredible weekend at Camp Roberts. We hope you had fun and found it very insightful. You guys are amazing and you rock.

**Between now and Irvine**

You all have your assignments know, keep in contact with your Lead program staff if need be or the Assistant Director for any questions. Study those topics and those court cases. Once the training preparation guides become available, we will let you know.

**Staff Info**

Here is our contact information:

Richard Chapin 650.996.4155 [richard.r.chapin.ii@gmail.com](mailto:richard.r.chapin.ii@gmail.com)

Kim Brickely 951.533.7037 [kimberlybrickely@yahoo.com](mailto:kimberlybrickely@yahoo.com)

Melissa Lopez 408-569-3312 [melissa.lopez@ymcasv.org](mailto:melissa.lopez@ymcasv.org)

When texting us to get information, please state your name. We do not have you cell numbers programmed into our phones.

**Program Fees**

An email was sent out to those that are behind on payments. Please take care of this ASAP. Your final payment is due on or before the Summit

$172.50 due at or before MUN Summit

If you need to know your balance, please contact Richard.

**Transportation**

It’s time to secure your transportation needs to Irvine. If you need assistance, please let us know. Let’s make driving to the conference, the very last resort. We will do what we can to help you if plans fall through. Remember, there is no going in and out once you arrive at the conference. Get everything you need prior to getting to the hotel.

Nor Cal Secretariat- Most delegations fly down to the conference. You want to get on the same flight as they do, please contact them so you know what flight to book your tickets. Please do not book your return tickets before 12pm on the last day. The Sonoma County and Albany delegations will be taking the bus down to the conference. If you want to jump on that bus, your cost is $170.00 for round trip. Contact Sebastian de la Rosa at [sdelarosa@ymca-cba.org](mailto:sdelarosa@ymca-cba.org) for more details.

**Communication**

We had a conversation about communication and how highly important it is. When we ask for something, please respond in a timely matter.

A reminder, we communicate in three different ways:

1. Text Blast- please text @secretaria to 415-202-5780. We use this as reminders. You cannot reply to this text.
2. Facebook- please join our page for news, photos, and reminders *13th MUN Secretariat- California YMCA Y&G*.
3. Email- Please check your emails on a weekly basis

**Dress Code**

We’ve chatted about the dress code for Irvine. If you need some assistance about what to wear, contact any of us for help. Richard knows nothing about female clothing.

**Code of Conduct**

The Secretariat follows the ML/C Code of Conduct with one exception. There will be no 3-2 ration in effect with this program. Ladies cannot hang out in men’s room at any conference, and vice versa unless one of the staff is present. At the Summit, there will be a Secretariat Office for hanging out.

**Adjournment**

So we know that you have read this “meeting”, please send Richard an email saying BAZZINGA! or I need help with…