NAJA Annual Education Conference Dress and Etiquette

Dear AEC Attendees,

As we approach our NAJA Annual Education Conference, I would like to remind everyone that we are ALL representatives of the Association. We want our members and others who observe us to know we are women making a positive difference in the lives of others. We have all spent a great deal of money and time to attend and host AEC. Following these policies will help ensure a great learning experience, enabling us to learn the most efficiently in our workshops and sessions.

Dress Attire for AEC:

- All Attendees are asked to wear their approved Chapter Service Attire on Friday for the Plenary Session.
- Business casual dress is acceptable during Saturday and Sunday meetings and workshops. AEC or Chapter t-shirts are also acceptable business casual attire.
- Casual dress is acceptable during non-meeting time, but should still be neat and appropriate.
- Cocktail attire is encouraged for Saturday’s awards ceremony and a sparkling crown.

Meeting Etiquette:

- Please refrain from talking during meetings and meal functions when someone is speaking.
- This has become a very noticeable problem in recent years. This is embarrassing and disrespectful to our speakers.
- Be on time and try not to leave until the speaker is finished to avoid distraction to the speaker and other guests.
- All cell phones should be turned OFF or put on SILENT/VIBRATE during meetings and workshops.
- Please refrain from texting during the sessions.
- Nametags MUST be worn for admission to all meetings and meal functions.
- All voting delegates MUST attend the Business Meeting on Sunday morning, May 3, 2020 at 9:00 AM and must be present at roll call to be counted in attendance for your Chapter to meet NAJA Minimum Standards.
- While we do love children, please remember that children do create distractions and should be left with a sitter during meeting times.
- Fill the seats from the front to the rear. Please show our speakers the respect that they deserve.
- Treat everyone with respect and courtesy, including hotel employees.

Thank you in advance for your cooperation. NAJA appreciates all you do in your communities and we look forward to seeing all of you in Mobile!

Jeannie Tinker
NAJA 2nd Vice President/AEC Chairman