



**IAMAW  
DISTRICT  
142**

**IAM Air Transport District 142**

9633 S 48th St, Ste 100  
Phoenix, Arizona 85044  
816-982-6480  
iamdl142@iamdl142.org

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## INTEROFFICE MEMORANDUM

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**TO: AIR TRANSPORT DL 142 EXECUTIVE BOARD, STAFF AND DL 142 COMMITTEE CHAIRS**

**FROM: JOHN M. COVENY, JR., PRESIDENT/DIRECTING GENERAL CHAIR**

**SUBJECT: NOTICE OF 2024 EXECUTIVE BOARD AND STAFF MEETINGS**

**DATE: WEDNESDAY, OCTOBER 4, 2023\_REVISIED WITH NEW DOUBLETREE HOTEL LINK**

Dear Sisters and Brothers:

The 2024 DL 142 Executive Board and Staff meetings are scheduled is as follows:

- Wednesday, January 24, 2024;
  - Wednesday, April 24, 2024;
  - Wednesday, August 7, 2024 and
  - Wednesday, November 20, 2024
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- Time: 8:00 a.m. – Staff Meeting  
11:00 a.m. – Executive Board Meeting
  - Location: DL 142 Headquarters, 9633 S. 48<sup>th</sup> St., Ste. 100, Phoenix, Arizona 85044
  - Lodging: Hotel choice for reservations with District negotiated rates:
    1. DoubleTree by Hilton Phoenix Chandler  
<https://www.hilton.com/en/book/reservation/deeplink/?ctyhocn=PHXCPDT&corporateCode=0560071818&flexibleDates=true> (The DoubleTree is closer to the DL office) – OR –
    2. Hampton Inn & Suites Chandler Fashion Center  
<https://www.hilton.com/en/book/reservation/deeplink/?ctyhocn=PHXCRHX&corporateCode=0002670854>

Notice of Participants:

- Staff Meeting:
  - Full-time staff: PDGC, ST, Assistant ST, Administrative Assistant to the ST, General Chairs, Director of Organizing, Director of Communications
- Executive Board Meeting:
  - PDGC, ST, Assistant ST, Administrative Assistant to the ST, General Chairs, Director of Organizing, Director of Communications, Trustees, Vice-Presidents, Committee Chairpersons (EAP Chair, Education Chair, Flight Safety Chair, OSHSE Chair)

Reports:

- Comprehensive reports on the activity of each Airline/Company (e.g., GCs collaborate and submit one report per airline for AA, AS, WN, etc.) and Committee reflecting between each meeting timeframes are due one week prior to each scheduled meeting. Submit reports per usual to:
  - [jcoveny@iamdl142.org](mailto:jcoveny@iamdl142.org) and
  - [mastercalendar@iamdl142.org](mailto:mastercalendar@iamdl142.org)

Each Board member is expected to schedule all other meetings and responsibilities so as not to interfere with your attendance at the Executive Board meetings.

Dates subject to change.

JMC/cg