

**MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE
OF THE LIBERTARIAN PARTY OF NEW YORK
HELD ON THURSDAY, JULY 25, 2024 ON THE ZOOM MEETING APP**

MEMBERS PRESENT

Andrew M. Kolstee, Chair
Richard F. Purtell, 2nd Vice-Chair
Mark S. Braiman, Secretary
Justin N. Carman, Member-At-Large (JD3)
Karyn A. Keniry-Thompson, Member-At-Large (JD4)
Keith C. Redhead, Member-At-Large (JD5) (entered 7:15 p.m.)
Maura E. Botsford, Member-At-Large (JD8)

MEMBERS ABSENT

Duane J. Whitmer, 1st Vice Chair
William Cody Anderson, Treasurer
William K. Schmidt, Member At-Large (JD9)

OBSERVERS

Morry C. Davis, Member of the State Committee (JD1)
Steven G. Becker, Member of the State Committee (JD7)
Justin M. Pelletier, Member of the State Committee (JD7)
Susan B. Overeem-Cummings, Staten Island Chair
Charles E. Dorgan, Madison County

The meeting was called to order at 7:01 p.m. by Andrew Kolstee, Chair.

Secretary Mark Braiman conducted a roll call and determined that a quorum was present.

The Chair called for a period of public comment. Steven Becker had a comment on a problem with the email address for sending photographs for the newsletter. Andrew Kolstee indicated that the photographs could be sent to his personal email after Justin Carman indicated that National's email server may have a limit. Steven Becker also asked if the LPNY has an official position on the Equal Rights Amendment on the ballot for November 2024. Kolstee indicated that there has been no official resolution. Richard Purtell volunteered to draft a resolution for the next State Committee meeting.

Andrew Kolstee reported that there are three quotes for the September Organization Meeting: Hotel NoMa in New Rochelle (**Exhibits 1—3**), Hotel Desmond in Albany (**Exhibit 4**), and Residence Inn Albany Airport in Albany (**Exhibit 5**).

The Chair called for a straw poll with approval voting on each of the locations presented. The results were as follows: 2 votes for Hotel NoMa, 2 votes for the Desmond, and 6 votes for Residence Inn Albany Airport.

There was no objection to eliminate Sunday, September 22, 2024 as part of the convention.

There was no objection to begin the convention at 11:00 a.m. on Saturday, September 21, 2024.

There was no objection to eliminate breakfast as part of the convention.

There was no objection to begin the convention with lunch.

Motion by Mark Braiman to **adopt the Residence Inn Albany Airport as the venue for the LPNY September 2024 organization meeting** was seconded by Karyn Keniry Thompson was debated. Motion by Mark Braiman to **postpone the motion to an Executive Committee meeting to be held on Tuesday, July 30, 2024 at 6:30 p.m.** was seconded by Justin Carman and passed by voice vote.

The retroactive renewal of the appointment of Justin Carman as County Liaison of Albany County on June 30, 2024, which will expire on September 30, 2024 passed without objection.

The retroactive renewal of the appointment of Jame VanDewalker as County Liaison of Allegany County on June 30, 2024, which will expire on September 30, 2024 passed without objection.

The retroactive renewal of the appointment of Zachary Remian as County Liaison of Clinton County on June 30, 2024, which will expire on September 30, 2024 passed without objection.

The retroactive renewal of the appointment of Samuel Hordeski as Acting County Chair and County Liaison of Cortland County on June 30, 2024, which will expire on September 30, 2024 passed without objection.

The retroactive renewal of the appointment of Jennifer O'Connor as Acting County Chair and County Liaison of Rensselaer County on June 30, 2024, which will expire on September 30, 2024 passed without objection.

The retroactive renewal of the appointment of Rajib Maitra as Acting County Chair and County Liaison of Westchester County on June 30, 2024, which will expire on September 30, 2024 passed without objection.

Motion by Karyn Keniry-Thompson to **support Angelo Veltri's letter to remove and ban red light cameras in Suffolk County** was seconded by Maura Botsford and passed without objection

Motion by Karyn Keniry-Thompson **to adjourn** was seconded by Richard Purtell and passed without objection.

The meeting was adjourned at 8:01 p.m.

Mark Stephen Braiman,
Secretary

Exhibit 1 (page 1 of 8)

Hotel NoMa Trademark Collection by Wyndham
 Docusign Envelope ID: CF21322A-7764-4556-969F-F958849EF9FE



New Rochelle, NY 10801, US
 Phone: 914-576-3700

Contact Name: Kolstee, Andrew	Contract Number: 32460
Address:	Catering Mgr: Kellyann Ferrara
Telephone: 716-640-2089	Sales Manager: Kellyann Ferrara
Fax:	Booking Name: Libertarian Party of New York Meeting
E-mail: akolstee@lpny.org	On Site Contact:

Saturday, September 21st 2024

Time	Room	Function	Set-up	Exp/Gtd	Rental
12:00 PM - 10:00 PM	Five Island Banquet Room	Meeting	Banquet Style	50 / 0	\$1,500.00
Post As Libertarian Party of New York Meeting					

Food	Additional Staffing
Five Island Banquet Room ID 23527 12:00 PM - 10:00 PM Gio's Sandwich Bar 50 @ \$26.50 Per Person 50 Sandwich Bar Menu 50 @ \$0.00 (Choose Three) Fresh Roasted Turkey Prime Rare Roast Beef Virginia Ham Roasted Veggies with Hummus Egg Salad Tuna Salad Chicken Salad Grilled Chicken Wrap *** All sandwiches are served with : Sliced Tomato, Romaine Lettuce, Field Greens, Red Onion, Pickles *** Assorted Pieces of Bread, Rolls & Wraps Mayonnaise, Mustard, Spicy Siracha Aioli *** Includes - Assorted Seasonal Fruit, Potato Chips, Assorted Soft Drinks, Coffee & Tea	Five Island Banquet Room 12:00 PM To 10:00 PM 1 Space Cordination \$ 200.00 Fee 1 Bar Use Fee \$ 75.00 <hr/> <p style="text-align: center;">Set Up</p> Five Island Banquet Room 12:00 PM To 10:00 PM 1 Special Instructions Notes ***CASH BAR FROM 7:30 PM - 9:30 PM*** Set Up: TBD Linen Color: Food Timeline: TBD Door Card: TBD

An Administrative Fee of 26% is charged to all events. This fee includes two components; 10 percent points are distributed as a gratuity to the hourly servers that are employees of the hotel and work thebanquet event, which is calculated based on the total Administrative Fee minus, audio visual fees, other sundry charges and it is not taxed. The remainder of the Administrative Fee, which is taxable, is not a gratuity and is retained exclusively by the hotel to cover the costs associated with administrating the event or function, including to offset the wages paid to non-service staff who are not eligible to receivegratuities under New York State Law.

	06-27-24	Kellyann Ferrara F&B Manager	06-27-24
Organisation Authorized Signature			

Date Last Printed: 06-27-24

Customer Initials _____

Exhibit 1 (page 2 of 8)

Hotel NoMa Trademark Collection by Wyndham

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New Rochelle, NY 10801, US
Phone: 914-576-3700

Contact Name: Kolstee, Andrew	Contract Number: 32460
Address:	Catering Mgr: Kellyann Ferrara
Telephone: 716-640-2089	Sales Manager: Kellyann Ferrara
Fax:	Booking Name: Libertarian Party of New York Meeting
E-mail: akolstee@lpny.org	On Site Contact:

Sunday, September 22nd 2024

Time	Room	Function	Set-up	Exp/Gtd	Rental
08:00 AM - 12:00 PM	Five Island Banquet Room	Meeting	Banquet Style	50 / 0	
Post As Libertarian Party of New York Meeting					

Food	Additional Staffing
Five Island Banquet Room ID 23528 08:00 AM - 12:00 PM Sunrise Breakfast Buffet 50 @ \$19.95 Per Person 50 *** Sunrise Buffet Breakfast 50 @ \$0.00 Assorted Chilled Fruit Juices Fruit- Infused Water Station A Selection of: Breakfast Breads and Bagels Spread Whole & Skim Milk Freshly Brewed Coffee, Decaf & a Selection of Teas	Five Island Banquet Room 08:00 AM To 12:00 PM 1 Space Coordination Fee \$ 100.00 <hr/> <p style="text-align: center;">Set Up</p> Five Island Banquet Room 08:00 AM To 12:00 PM 1 Special Instructions Notes Set Up: TBD Linen Color: Food Timeline: TBD Door Card: TBD

An Administrative Fee of 26% is charged to all events. This fee includes two components; 10 percent points are distributed as a gratuity to the hourly servers that are employees of the hotel and work the banquet event, which is calculated based on the total Administrative Fee minus, audio visual fees, other sundry charges and it is not taxed. The remainder of the Administrative Fee, which is taxable, is not a gratuity and is retained exclusively by the hotel to cover the costs associated with administrating the event or function, including to offset the wages paid to non-service staff who are not eligible to receive gratuities under New York State Law.

	06-27-24	Kellyann Ferrara F&B Manager	06-27-24
Organisation Authorized Signature			

Date Last Printed: 06-27-24

Customer Initials _____

Exhibit 1 (page 3 of 8)

DocuSign Envelope ID: CF21322A-7764-4556-969F-F958849EF9FE
Hotel NoMa Trademark Collection by Wyndham
HOTEL **NOVA**

New Rochelle, NY 10801, US
Phone: 914-576-3700

Banquet Event Rider Terms & Conditions

The parties hereto acknowledge that the following additional terms and conditions are incorporated in and made a part of the contract between the parties hereto:

Payment Schedule.

25% Due at signing to secure date. This deposit is refundable within two weeks after booking date.

35% Due Six Months Prior to event date.

40% Due Two Weeks Prior to event date.

Change fees and/or upgrades made throughout the booking process must be paid as they are made.

Any additional guests must be paid in full the night of the event. Open balances are not permitted after the event has ended.

Payments may be made with cash, credit card, certified and/or personal check (only accepted 2 weeks prior).

If the payment schedule terms are not met, we reserve the right to cancel your event and/or select your function menu and have no further obligation to you under this agreement. All deposits and advance payments are non-refundable, without exception.

Cancellation Policy. In the unlikely event the CLIENT should cancel all deposits are nonrefundable. In the event of a cancellation, if Hotel NoMa, New Rochelle is able to rebook a comparable event on the scheduled date all or a portion of the second deposit may be refunded. If the client cancels within the terms of the cancellation policy, and the Hotel NoMa, New Rochelle cannot rebook a comparable event, the client is liable for lost income, in addition to forfeited deposits. Hotel NoMa, New Rochelle shall have the right to terminate this contract if the CLIENT fails to meet or violates any terms of the contract, in which case the provisions of this cancellation policy also apply. The CLIENT shall not assign or sub-lease any terms, conditions or services contained in this contract or any interest therein without the written consent of Hotel NoMa, New Rochelle.

Change Fees. Upon initial deposit, the CLIENT agrees to reserve the date as stated on Hotel NoMa, New Rochelle contracts. Should the CLIENT choose to change the date of their event any time after the initial deposit is paid, they will incur a 25% fee, or forfeiture of the deposit. Each change date fee will result in a separate 25% fee. A new deposit will be required to book another date.

Changes to approved, contracted items seven (7) days or less prior to the scheduled event shall be charged to the CLIENT, as the cost incurred by Hotel NoMa, New Rochelle, per change. Such changes would include, but are not limited to, linen colors or styles, menus, set-up, etc... If attendance exceeds the predetermined estimate, charges will be assessed accordingly, and charged to the CLIENT at the contracted per person price. Additional vendor's food is charged at the contracted price.

Attendance. To ensure accurate order placement, set up and staffing requirements, the CLIENT must submit the final guest count and menu selections 2 weeks prior to the date of the event to the Banquet Manager. In the event that the final selections are not submitted within the designated time frame, the Executive Chef reserves the right to make the final menu for the event. The attendance guarantee provided is not subject to reduction; however, up to three days prior to the event date, the CLIENT may increase the guest count, and is subject to the negotiated per person price increase. The minimum guest requirements agreed upon between Hotel NoMa, New Rochelle and the CLIENT are to met, or a room rental fee will apply, in the Banquet Manager's sole discretion.

Assignment of Space. Hotel NoMa, New Rochelle, reserves the right to re-assign space. Should the space originally booked become unavailable and/or damaged and/or if the minimum requirement of guests is not met, Hotel NoMa, New Rochelle, may move your event to a comparable space within the hotel. Reassigning space is not cause for any refunds or discounts.

Alcoholic Beverages. As the host of a private party, the CLIENT acknowledges responsibility for the proper and lawful consumption of alcoholic beverages at Hotel NoMa, New Rochelle during the duration of the event described in this contract. Alcoholic beverages will be purchased and served by Hotel NoMa, New Rochelle. There is absolutely NO alcoholic beverages allowed to be brought to the premises of Hotel NoMa, New Rochelle by the client or any of its guests or vendors, with the exception of commercially packaged bottled wine, at a corkage rate of \$15 per bottle, which must be disclosed to the Banquet Manager at the time of booking. Hotel NoMa, New Rochelle and its staff will exercise due care in serving alcoholic beverages, and will refuse service to any person appearing to be under the age of 21 or any person who appears to be intoxicated. Identification and proof of age will be requested from any person who appears to be under 21 years of age. Alcoholic beverages will be removed from anyone believed to be a minor or from any intoxicated person. Hotel NoMa, New Rochelle, will provide all alcoholic beverages consumed in accordance with the laws and regulations of the State of New York. The alcoholic beverage service will end no later than the scheduled time of the event. The CLIENT agrees to fully cooperate and assist Hotel NoMa, New Rochelle, the staff and its agent in enforcing the laws of the State of New York and the policies of Hotel NoMa, New Rochelle, regarding the consumption of alcoholic beverages. Hotel NoMa, New Rochelle, reserves the right to ask the entire party to leave if (1) a minor is consuming alcohol; (2) an adult is providing alcohol to a minor; or (3) a guest or guests appears intoxicated and refuses to leave the Premises. Should the event need to be ended due to any of the aforementioned, the client agrees no refunds will be supplied by The Hotel NoMa, New Rochelle. All alcohol must be served by a pre-approved bartender and consumed INSIDE Hotel NoMa, New Rochelle, Banquet Space. No alcohol is permitted anywhere outside of the main building or within public spaces. This includes outside the front door, the parking lots, lobby, restaurant and rear of building. Only Hotel NoMa, New Rochelle, will be authorized to dispense alcohol, and only from the bar area, as they see fit. If alcohol is served, for the purpose of "room rentals," security may be required for the duration of the event. Determination of the need for

Customer Initials _____

Exhibit 1 (page 4 of 8)

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New Rochelle, NY 10801, US
Phone: 914-576-3700

security personnel is at the sole discretion of Hotel NoMa, New Rochelle and scheduling of said personnel is the responsibility of Hotel NoMa, New Rochelle. The cost of required security personnel will be added to the CLIENT contract and is the sole responsibility of the CLIENT. The CLIENT shall indemnify and hold Hotel NoMa, New Rochelle and the City of New Rochelle, harmless from all liability for improper use of alcohol.

Responsibility and Security. Hotel NoMa, New Rochelle does not accept any responsibility for damage to or loss of any articles or property left at Hotel NoMa, New Rochelle prior to, during or after the event. The CLIENT agrees to be responsible for any damage done to Hotel NoMa, New Rochelle, by the CLIENT, his guests, invitees, employees, vendors or other agents under the CLIENT's control. The CLIENT warrants that he/she shall remain on the PREMISES AT ALL TIMES during the Usage Term. Further, Hotel NoMa, New Rochelle, shall not be liable for any loss, damage or injury of any kind or character to any person or property caused by or arising from any act or omission of the CLIENT, or any of his guests, invitees, vendors, employees or other agents from any accident or causality occasioned by the failure of the CLIENT to maintain the premises in a safe condition or arising from any other cause. The CLIENT, as a material part of the consideration of this agreement, hereby waives on its behalf all claims and demands against Hotel NoMa, New Rochelle for any such loss, damage, or injury of the CLIENT, and hereby agrees to indemnify and hold Hotel NoMa, New Rochelle, free and harmless from all liability for any such loss, damage or injury to other persons, and from all costs and expenses arising there from, including but not limited to attorney fees. The CLIENT shall provide to Hotel NoMa, New Rochelle, necessary certificates of insurance and bonding for any vendor secured by the CLIENT prior to event.

Access & Event Times. All events are on a scheduled basis. An evening event booked after an afternoon event may be required to have a later start time. Set-up shall be included in booking time, unless other arrangements are made in writing directly between the CLIENT and Hotel NoMa, New Rochelle. All CLIENTS, guests, caterers, musicians and vendors shall be out of the Banquet Hall one-half (1/2) hour after the event's scheduled ending time, unless prior arrangements have been made. A charge of \$100 for the first hour and \$500 per hour thereafter, or portion thereof, shall apply for each hour the Banquet facility is not cleared after an event. Clean up of Banquet Hall will begin no later than one-half (1/2) hour after the end of the scheduled time. If Hotel NoMa, New Rochelle deems it necessary to remove persons or equipment remaining after the event, the hotel shall have the right to remove same and client shall be responsible for any damage or loss to its equipment or property.

Buffet and sit down meals have an allotted serving time, as specified on the agreed upon contract between the CLIENT and Hotel NoMa, New Rochelle. These times are subject to change and are dependent on a variety of factors. Change in serving times is not cause for refunds or discounts. Buffets are not left out for the duration of the event and food may not be taken by the CLIENT, guests or vendors off the property or "to go." The CLIENT acknowledges that the stated times are estimates, and Hotel NoMa, New Rochelle, will be sensitive to the allotted time to the best of their ability. In the case of the CLIENT requesting time changes during service; there will be a 15 minute grace period allowed for the agreed upon service time. Thereafter, there will be a \$500 fee every hour that the service is delayed due to the CLIENT.

Decorations. The CLIENT agrees that decorations shall NOT be attached to the walls, ceilings, existing wall decorations, woodwork, ceiling fixtures, window treatments, by use of nails, scotch tape, staples, etc. Other decorating restrictions may apply, and all decor needs to be approved by the Banquet Manager.

Caterers. Hotel NoMa, New Rochelle, has compiled an approved list of caterers for your use. If a caterer is preferred who is not on the approved list, consent may be obtained for use of the caterer following written notification to Hotel NoMa, New Rochelle, by providing the appropriate certificate of insurance, and by reviewing and adhering to the provisions in this Agreement that pertain to caterers/outside vendors.

Damage. Materials that stain, damage or otherwise disfigure flooring, walls or any other part of Hotel NoMa, New Rochelle, will incur cleaning charges to remove or repair the damage. A minimum charge of \$250 shall apply. If damage occurs, Hotel NoMa, New Rochelle, will contract all repairs to be made by skilled professionals; charges for repairs will be paid by the CLIENT. The CLIENT will be responsible for the entire repair.

Conduct of Event. For the duration of the event, the CLIENT and its guests must abide by Hotel NoMa, New Rochelle, policies and comply with applicable regulations and laws. The CLIENT is responsible for the actions of guests and for any damages or losses incurred during the event. Hotel NoMa, New Rochelle has the right to refuse entry or service to and remove from the premises any person it deems to be behaving in an improper or abusive manner or in a manner not befitting Hotel NoMa, New Rochelle. Hotel NoMa, New Rochelle reserves the right to exclude or remove any undesirable persons from the event and premises without liability. All themes, promotions, promotional material, photographs, copyright material or otherwise, must be approved by Hotel NoMa, New Rochelle, at the time of the first deposit. Any changes to the event, regarding these items, must be approved by Hotel NoMa, New Rochelle. Promotional materials which are not pre-approved will warrant the immediate cancellation of the event, with surrender of any and all deposits, and extends liability to the CLIENT for loss of revenue.

Governing Law. The parties agree that any dispute shall be subject to the laws of the State of New York, and that any legal action shall be brought in New Rochelle, New York.

Customer Initials _____

Exhibit 1 (page 5 of 8)

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New Rochelle, NY 10801, US
Phone: 914-576-3700

Compliance. The CLIENT agrees to comply with the additional terms of this contract as stated on the Banquet ticket, or BEO, agreement concerning the use of the Banquet facilities which may be attached hereto and made a part of this Agreement.

Entire Agreement. The parties agree that all of the terms and conditions are contained herein and that any modification shall be in writing.

ADDITIONAL CONDITIONS

1. Hotel NoMa, New Rochelle, is utilized as is. Alterations to the facility are not permitted: pictures, lamps, furniture, and other day-to-day decorative accessories may not be relocated or removed without the consent of the Banquet Manager or removed from the Premises.
_____ Client Initials

2. No nails, staples, screws, pins, tape or adhesives of any kind may be put into walls, ceilings or floors. No adhesive tapes including scotch, masking, and duct tape may be placed on any surfaces. _____ Client Initials

3. Set-up shall be part of the scheduled time unless previous arrangements are made with the Banquet Manager. _____ Client Initials

4. Furniture arrangement must be approved by Hotel NoMa, New Rochelle prior to the event. While every effort will be made to arrange all furniture at the request of the CLIENT, Hotel NoMa, New Rochelle, reserves the right to adjust furniture as necessary to allow for safety, traffic, damage to walls or other reasons it deems necessary. _____ Client Initials

5. A joint walk-through will be requested by Hotel NoMa, New Rochelle during the next business day after the event if damage has occurred to the facility. If no damage has occurred, as determined by Hotel NoMa, New Rochelle, a walk-through will not be required.
_____ Client Initials

6. If damages to the facility prevent the next scheduled event(s) from occurring, the CLIENT will be responsible for any and all refundable deposits that may be demanded by future CLIENT(s). _____ Client Initials

7. Hotel NoMa, New Rochelle is a non-smoking facility. All smoking should be done on the deck on the West side of the building, and the cigarette butts disposed of properly.
_____ Client Initials

8. We at the Hotel NoMa, New Rochelle, want your event to be memorable and as special as possible. We recognize that celebrations often include children and children will be children. We ask that parents be parents and supervise the children. Children should be kept from running, throwing food or other objects, standing in window boxes, on tables or chairs, hanging from or on doors. Children should at no time be allowed in the kitchen or bar areas, public spaces, or outside if unsupervised. Hotel NoMa, New Rochelle shall not be responsible for injuries to unsupervised children. CLIENTS shall be responsible for all damages incurred from children.
_____ Client Initials

_____ Client Acceptance of All "Additional Terms & Conditions"

Contract Signature. This contract constitutes the entire agreement between Hotel NoMa, New Rochelle, and the CLIENT and becomes binding upon both parties when signed.

The CLIENT: _____ Hotel NoMa, New Rochelle:

Name: Andrew Kolstee Name: _____

Signature: _____ Signature: _____

Date: _____ Date: _____

Customer Initials _____

Exhibit 1 (page 6 of 8)

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Andrew Kolstee
Andrew Kolstee

Hotel NoMa, Trademark Collection by Wyndham

New Rochelle NY 10801

Tel: Phone: 914-576-3700

Fax:

Function Name: Libertarian Party of New York Meeting - Block ID 32460

Arrival: Saturday, 21 September 2024

Departure: Sunday, 22 September 2024

***Banquet Ticket**

	Qty	Curr.	Unit Price	Total
Saturday, 21 September 2024				
Meeting - Event ID 23527 - Five Island Banquet Room				
Five Island Banquet Room	1	USD	1,500.00	1,500.00
Gio's Sandwich Bar	50	USD	26.50	1,325.00
Space Coordination Fee	1	USD	200.00	200.00
Bar Use Fee	1	USD	75.00	75.00
Summary by Catering Revenue Group				
Food		USD		1,325.00
Rental		USD		1,500.00
Miscellaneous		USD		275.00
Total				3,100.00
Hotel portion of Administrative Fee 16%				496.00
10% Gratuity portion of Administrative Fee calculated by 16% x 62.5%				310.00
State Sales Tax				259.63
			Total Including Tax and Fees.	4,165.63

An Administrative Fee of 26% is charged to all events. This fee includes two components; 10 percent points are distributed as a gratuity to the hourly servers that are employees of the hotel and work the banquet event, which is calculated based on the total Administrative Fee minus, audio visual fees, other sundry charges and it is not taxed. The remainder of the Administrative Fee, which is taxable, is not a gratuity and is retained exclusively by the hotel to cover the costs associated with administrating the event or function, including to offset the wages paid to non-service staff who are not eligible to receive gratuities under New York State Law.

Signature

Exhibit 1 (page 7 of 8)

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Andrew Kolstee
Andrew Kolstee

Hotel NoMa, Trademark Collection by Wyndham

New Rochelle NY 10801

Tel: Phone: 914-576-3700

Fax:

Function Name: Libertarian Party of New York Meeting - Block ID 32460

Arrival: Saturday, 21 September 2024

Departure: Sunday, 22 September 2024

***Banquet Ticket**

	Qty	Curr.	Unit Price	Total
Sunday, 22 September 2024				
Meeting - Event ID 23528 - Five Island Banquet Room				
Sunrise Breakfast Buffet	50	USD	19.95	997.50
Space Coordination Fee	1	USD	100.00	100.00
Summary by Catering Revenue Group				
Miscellaneous		USD		100.00
Food		USD		997.50
Total				1,097.50
Hotel portion of Administrative Fee 16%				175.60
10% Gratuity portion of Administrative Fee calculated by 16% x 62.5%				109.75
State Sales Tax				91.92
			Total Including Tax and Fees.	1,474.77

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Signature

Exhibit 1 (page 8 of 8)

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Banquet Event Credit Card Authorization Form

Dear Guest,

This form has been created to allow you to authorize **Hotel NoMa** to process the credit card charges you are approving below. Please provide all the information requested below to ensure prompt processing. We ask you to please sign and date the form before submission. Please fax or email the completed form.

Cardholder Information:

Company Name: _____

Type of Card: - AMEX - Discover - MasterCard - Visa

Cardholder Name: _____

Credit Card Number: _____ - _____ - _____ - _____

Expiration Date: _____ Security Code (3 Digits) _____

Billing Address: _____

Guest/Event Information:

Guest/Client Name: Andrew Kolstee

Company: Libertarian Party of New York Meeting

Phone number: 716.640.2089 Email: akolstee@lpny.org

Confirmation number: 32460

Event/Arrival date: September 21, 2024 Event/Departure date: September 22, 2024

Rate/Event Information and Approved Charges

Room rate: _____ Taxes: _____ Total daily rate: _____ Number of nights: _____

**(Rate and tax amount must be provided by a hotel representative in order to complete this form)*

All Charges Room & Tax Room Service Restaurant

1st Event Deposit 2nd Event Deposit 3rd Event Deposit Final Payment

Other _____

I certify that all information is complete and accurate. I hereby authorize **Hotel NoMa** to collect payment for all charges as indicated in the Rate or Event Information and Approved Charges section of this form by processing a charge to the credit card listed above. Charges must not exceed \$_____ for the entire stay/event. I understand that a new form will have to be completed if the guest wishes to extend his/her stay. I certify that I am the authorized signer of the credit card listed above.

Cardholder's Signature: _____ **Date:** _____

Hotel NoMa
New Rochelle NY 10801

Exhibit 2 (page 1 of 3)

DocuSign Envelope ID: 2B5190EB-E04D-42EA-8C6B-6A2457DE6595



July 12, 2024

Dear: Andrew Kolstee

Thank you for considering the Hotel NoMa, Trademark Collection by Wyndham, for hosting your guests for your upcoming group on 09-20-2024. We would be happy to accommodate you. The following information will help you to enjoy your stay with us and will familiarize you with the amenities in the hotel, as well as our policies and procedures. Please review the contents and confirm that everything is accurate.

GROUP NAME: LIBERTARIAN PARTY OF NEW YORK GROUP	GROUP CODE:
Contact Name & Title: Andrew Kolstee	On-Line Booking Code:
Arrival Date: 09-20-2024	Departure Date: 09-22-2024
Phone Number: 716-640-2089	Email Address: akolstee@lpny.org
Event Location:	

SLEEPING ROOM REQUESTS:

DAY	***DATE	1 KING BED, NON-SMOKING	2 DOUBLE BEDS, NON-SMOKING	***TOTAL ROOMS
Friday	09-20-24	5 229.00	10 229.00	15
Saturday	09-21-24	5 229.00	10 229.00	15

Rates apply to Single or Double Occupancy only. \$10 per additional person(s). Per fire code rooms may not exceed 4 guests per room at any time or will be subject to additional charges.

All rates are subject to an additional \$15 dollars Boutique Fee, plus all applicable state and local sales taxes per night.

License plates must be given at the time of check-in, or cars will be towed at guest's expense.

Initial: _____ Date: _____

BILLING INFORMATION:

DEPOSIT	METHOD OF GUARANTEE	ROOM & TAX PAYMENT	INCIDENTAL PAYMENT	FOOD & BEVERAGE	METHOD OF RESERVATIONS

Please keep the following items in mind when booking a block with us; our property runs an extremely high occupancy during peak seasons, therefore, room types, floor requests, and room locations are not guaranteed and are based solely upon our availability.

CHECK-IN TIME: 3:00 PM

CHECK-OUT TIME: 11:00 AM

****Please be advised that early check-in and/or late check-out are not offered****

Due to the Hotel operating at a high occupancy, PLEASE Advise Your Guests to make arrangements that do not rely on Check-in/ Out times outside of these hours.

Initial: _____ Date: _____

Exhibit 2 (page 2 of 3)

Docusign Envelope ID: 2B5190EB-E04D-42EA-8C6B-6A2457DE6595

ADDING ROOMS TO YOUR BLOCK:

We do not guarantee any additional rooms beyond your original allotment. We are not always able to add rooms because it is based on our group inventory at the time of your request and your group rate is subject to change. **(Last 15 rooms available in Block inventory)**

Initial _____ **Date:** _____

WELCOME BAGS:

Many groups choose to provide their guests with a gift upon arrival. Our front desk staff is happy to hand them to your guests as they check in at no extra charge (if they are not labeled with individual names). However, we will only accept gift bags Monday through Thursday, and at least 48 hours prior to the first guest's arrival. Keep in mind, the gift bags will be kept at room temperature. Any extra gift bags will be discarded on the day of check-out if not picked up.

Initial: _____ **Date:** _____

CUT OFF DATES:

Hotel NoMa agrees to hold your allotted block of rooms until **08-20-2024, at which time the hotel will release any rooms that have not yet been reserved in your block.** To ensure your discounted rate and guarantee room availability for your guests, reservations must be made by the stated cut-off date. Should your guests wish to book after the cut-off date or after your block is full, and our availability allows, our standard room rates will apply, as the discounted rate will no longer be available. **Your block must consume a minimum of five rooms each contracted night. If less than five rooms each night are consumed on the contracted nights, the signee will be responsible for the cost of the difference in revenue. In the event that no rooms are picked up under the room block, the signee is responsible for all guaranteed rooms.**

Initial: _____ **Date:** _____

PAYMENT INFORMATION:

All charges are to be paid by valid credit card at the time of check-in (Visa, Master Card, American Express, and Discover). **No personal checks will be accepted.** All credit & debit cards will be pre-authorized for an additional \$50 per day, per room, above the agreed room rate. Should the guest not use any of the incidental monies, it will be released upon check-out. However, please be aware, debit card banks typically take 3-5 business days to post the money back into the account.

Initial: _____ **Date:** _____

CANCELLATION POLICY:

Upon receipt of your signed contract, the sleeping rooms detailed herein will be reserved for your group on a tentative basis until such individual rooms are guaranteed with individual credit cards by your guests. Individual reservations must be canceled 72 hours prior to the arrival date to avoid being charged in full for the reservation.

Initial: _____ **Date:** _____

Exhibit 2 (page 3 of 3)

Docusign Envelope ID: 2B5190EB-E04D-42EA-8C6B-6A2457DE6595

HOTEL POLICY:

At the hotel's discretion, any guest who exhibits loud or disruptive behavior may be asked to vacate their room and be escorted off the property. Such guests will still be liable for all room charges. Guests who create a disturbance, which negatively impacts another guest's stay, will be held responsible for any compensation which is given on behalf of the hotel. Should the responsible party not be able to pay for such compensation, the signee will become financially responsible. Such policies also apply to any room and/or property damage.

Initial: _____ **Date:** _____

NoMa Social:

NoMa Social is a full-service restaurant and lounge located on the main level of the hotel. Open seven days a week, NoMa Social can accommodate everything from your rehearsal dinner, to your after party to your post-wedding day breakfast, and anything in between. Also, you and your guests can enjoy locally renowned live entertainment every Friday and Saturday night. Proper attire and identification are required to enter the lounge. Private function rooms are also available through our banquet and catering department.

For reservations and information, please call 914.576.4141 or email robsalese@nomasocial.com

Lounge Policies:

- No hats, sneakers, sleepwear, flip flops, crocs, or shorts are permitted in the lounge. All guests must always wear proper footwear.
- The hotel has a strict 21 & over policy.
- Proper valid ID is required. No exceptions.
- Lounge staff has the right to refuse entry and/or remove any guest who is intoxicated, inappropriate, unruly, or disturbing other patrons or employees.
- Patrons are not permitted to bring their own food and/or beverages into the lounge, pool area, or outdoor restaurant seating area at any time.

Initial: _____ **Date:** _____

Mr. Kolstee, if the above meets with your understanding and approval, kindly sign and return this entire contract by **07-26-2024**. Returning this agreement will confirm your arrangements with the Hotel NoMa, subject to all terms and conditions as noted above. If the contract is not returned by this date, this contract will be considered null & void. Please be assured that we stand ready to do our utmost to make your function a success. Should you have any questions, please do not hesitate to call me.

Sincerely,

Glenia Rojas

Director of Sales

Hotel NoMa, Trademark Collection by Wyndham

New Rochelle, NY 10801

Phone: 914. 576.3700 X 261

Web: <https://www.wyndhamhotels.com/trademark/hotelnoma>

Email: glenia@newrochellehotel.com

Ko1stee

Name: _____

Signature: _____

Date: _____

Exhibit 3

Private Event Proposal	Private Event Proposal	Private Event Proposal	Private Event Proposal																																								
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Exhibit 4

From: SALES Rogers, Sierra srogers@delmontehotels.com 
Subject: Courtyard Albany Airport Meeting
Date: July 25, 2024 at 4:12 PM
To: akolstee@lpony.org

SS

Hi Andrew,

It was great speaking with you today. As mentioned, we would be able to offer you our meeting space at the rate of \$300 plus tax(8%) and administrative fee(20%) per day. The space comes equipped with complimentary Wi-Fi and use of our screen and projector at an additional cost. I've attached our property fact sheet as well as the catering menu. Thank you for considering the Courtyard Albany Airport and I look forward to hearing from you!

Sierra Rogers
Sales and Event Manager
DELMONTE HOTEL GROUP
T: 585-389-8316 F: 585-385-4132

DualBrand_FactSheet_2019.pdf
278 KB



CYAA_RIAA Catering Menu Dec
2021.pdf



Exhibit 5

From: Amanda Stankavich AStankavich@desmondhotels.com  
Subject: Thank you for considering The Crowne Plaza Albany - The Desmond Hotel
Date: July 19, 2024 at 3:10 PM
To: akolstee@lpny.org

AS

Hello Andrew,

Thank you so much for considering The Crowne Plaza Albany – The Desmond Hotel for this special event! As discussed, we are happy to accommodate the requested meeting space in our Town Hall space on 9/21/24 from 12-5 PM, and then a section of our Fort Orange Ballroom for the reception starting at 6:00 PM. For all of these event spaces, there would be a \$900.00 rental fee applied plus tax and service charge. As for any catering you should select, please see the banquet menus attached for break options, and bar and hors d'oeuvres options. Please let me know if you have any questions on anything, and if you would like for me to hold these event spaces for you. As discussed we would not be able to accommodate any guest room requests for the weekend of 9/21/24 due to the conference that is already booked in house for that weekend. Please see I have also included the A/V price list to get you started.

Thank you for considering The Desmond,
Amanda



Amanda Stankavich
Catering Sales Manager

660 Albany Shaker RD
Albany NY 12211

T. (518) 640-6187

www.desmondhotelsalbany.com



IHG BUSINESS REWARDS

2X points with
IHG[®] Business Rewards

Register by June 30, 2024

[Register now](#)

*Terms apply



catering menu 2024.pdf
5.5 MB



2024 ON Site Desmond Price
Sheet.pdf
711 KB

