



# Southeast Coastal Ocean Observing Regional Association

## TRAVEL LOGISTICS

### SECOORA May 2015 Board and Members Meeting

**MEETING VENUE:** The Board, Members Business Meeting and Social (Tuesday, May 19) and Annual Stakeholder Meeting (Wednesday, May 20) will be held at the Hyatt Regency Jacksonville- Riverfront – 225 E. Coastline Drive, Jacksonville, FL 32202. General phone for the Hyatt is (904) 588 - 1234.

#### TUESDAY May 19, 2015

*Breakfast on your own.*

##### **Board Meeting**

Time: 10:00AM- 3:00PM

Lunch will be provided.

##### **Members Business Meeting**

Time: 3:15PM – 5:00PM\*

\*Includes Board elections & operating budget vote

##### **Social**

Time: 5:00PM- 6:30PM

#### WEDNESDAY May 20, 2015

*Breakfast on your own.*

##### **Annual Stakeholder Meeting**

Time: 8:00AM- 4:45PM

Lunch will be provided.

**MEETING AGENDAS** will be uploaded to the 2015 Annual Meeting webpage ([link](#))

**MEETING REGISTRATION NEEDED:** Register for the meeting today ([by clicking here](#)).

**HOTEL RESERVATIONS:** Everyone is responsible for making their own hotel reservations so please make your reservations today by calling the Hyatt Regency Jacksonville- Riverfront – 225 E. Coastline Drive, Jacksonville, FL 32202 Central Reservations Office at 1-888-421-1442 and ask for the SECOORA rate **(\$83/night)**. *The conference rate expires on April 14, 2015.*

Check-in is at 3:00 PM and check out is at noon.

**AIRPORT:** The airport servicing this area is Jacksonville International Airport.

**TRAVEL SUPPORT:** It is SECOORA's policy to provide travel support for Board members only. SECOORA will reimburse for travel expenses at the federal per diem rate. **Please see the Travel Reimbursement Instructions Document for what you are able to claim and not claim at this meeting (there are detailed restrictions listed in this document).**