

STATE CONVENTION ADVISORY COMMITTEE

PURPOSE:

This policy sets forth the duties and responsibilities of a Committee to Advise and Help the Host District Convention Committee with planning an MD-14 Lions State Convention.

GENERAL:

1. This advisory committee shall include four members from anywhere in the Multiple District. The most qualified shall be the Chairperson. For continuity, the chairperson from the most recent State Convention Host District Committee is encouraged to be an active member of this committee.
2. The Chairperson shall report to the State Administrator as to meetings they or the committee have with the Host District. All recommendations that are made and any work that is done shall be recorded so that they are available for future reference.
3. The committee does not make decisions concerning the state convention. It shares its opinions and perspectives, and makes recommendations to the Host Committee.
4. Interested Lions will submit a Letter of Intent and Resume prior to the Fourth State Council meeting which is part of the State Convention. Should a position become available, it shall be filled based on Letters of Intent and Resumes submitted prior to the State Council meeting following the notice of an open position. The Council of Governors is responsible for approving the committee members and Chairperson with recommendations from the State Administrator.
5. Terms are one year and may be renewed.
6. The Chairperson shall prepare a budget for this advisory committee and submit same to the Finance Committee prior to November 30 for the next Lions year. The Chairperson or their designee shall be reimbursed for travel to meet with the Host Committee.

QUALIFICATIONS:

1. Have served on a committee for a district or state convention. Prior service on a state convention is preferred. The chairperson must have served on a state convention committee.
2. Have attended at least one state convention.

RESPONSIBILITIES:

1. Meet with the Host Committee at the start of the planning process and at least once annually to discuss needs. In the year prior to the State Convention, meet with the Host Committee monthly.
2. Be willing to take an active role in helping the Host District, especially in the final year of the Convention planning process. This may include, but not be limited to, reaching out to other districts for help or helping to design a program or planning a necrology service or whatever else the Host District needs help with.