

LITPC Policy Statement

SUBJECT: LITPC PINS, Issue of

1. **General.** All pins issued in the name of the LITPC shall require advance approval of the LITPC Board of Directors. Individual members, regardless of their present or past position within the LITPC, are not authorized to produce pins which contain only the wording "LITPC".

2. **Annual Pins.** To commemorate the Lions year, the LITPC shall issue an appropriate pin depicting an event or other recognizable historic symbol of the city or country in which the LCI Annual Convention is to be held. The LITPC 1st VP shall serve as the Chairman of a Pin Design Committee, comprised of three other LITPC members of his choice. In the interest of maintaining maximum involvement of our LITPC Directors, it is highly desirable that the three other Committee persons be chosen from the sitting Directors on the LITPC Board. To avoid conflict of interest concerns, members of the Committee shall NOT be associated with or represent a pin company that might be expected to bid on the pins in question. The Pin Design Committee shall:

(a) Solicit fully-colored artwork from the LITPC membership for the proposed pin or pins and submit same to the LITPC Board for selection of the winning entry at a meeting in the year preceding the date of issue. Although it is highly desirable to have the artwork so all Board members can view the work simultaneously, the use of electronic mail may be utilized should time become a factor.

(b) After the Board has selected the winning entry, obtain bids, including price quotations, from a minimum of three authorized pin makers. Although pricing is an important factor in choosing the authorized pin maker to make the LITPC pin, other factors may very well override that consideration. Such things as quality and timely delivery are just two factors that could possibly justify choosing a pin maker with a higher cost per pin factor. In any event, the Chairman of the Committee shall provide all members of the LITPC Board of Directors a brief, written report showing the names of the bidding pin makers and their price quotations, and the name of the winning bidder.

(c) Provide the LITPC Editor and the LITPC Webmaster with a single order form that includes ordering instructions for both the annual and membership pins. The LITPC Editor will include a copy of the form in the Fall issue of "The Trading Post", and the LITPC Webmaster shall include the form in an appropriate location on the LITPC website. The address of the LITPC Treasurer shall be used on the form for ordering purposes. The deadline imposed on the ordering of the pins by the membership will be sufficient to permit the LITPC to order the pins and make distribution within a reasonable time frame.

(d) The LITPC Treasurer will receive all orders and payments for these pins and will furnish the Pin Design Committee a listing showing the number and category of pins ordered by each of our members in order that the Committee may order and distribute the pins. To eliminate the ordering of excess pins, it shall be our policy to order only as many pins as we receive advanced orders from the membership. In recognition that the cost and size of the pin may inhibit trading in the same sense as other pins, the LITPC membership shall NOT be required to purchase a specific number of annual pins.

(e) Upon receipt of the annual and membership pins the Pin Design Committee, in conjunction with the LITPC Treasurer, shall be responsible for the distribution.

3. **"MEMBER" Pins.** In addition to the regular annual pin, the Pin Design Committee shall be responsible for obtaining a smaller version of the annual pin on which the wording "MEMBER" will be imprinted. Each member of the LITPC shall be entitled to order ONE "Member" pin. In this connection, there shall be no limits on the number of regular annual pins ordered.

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4. **Annual Board Pins.** The LITPC 1ST Vice President shall poll the members of the LITPC Board of Directors, including the LITPC Past Presidents, to determine whether there is sufficient interest in the issue of an annual Board set that commemorates the site of the Annual LITPC Meeting. This shall be accomplished in sufficient time to permit the solicitation of bids from a minimum of three authorized pin makers and the subsequent approval by the LITPC Board members, including the LITPC Past Presidents. The bids from the three authorized pin makers MUST include samples or fully-colored art work that can be distributed to the approving Board members and the LITPC Past Presidents. Once again, when time is of the essence, the use of electronic means is encouraged. The LITPC 1st Vice President shall be responsible for the ordering of the pins and shall have the pins available for distribution to the participating members at the site of the Annual LITPC Meeting. Payment for the cost of the pins may be required at the time the pins are ordered or upon receipt of the pins from the authorized pin maker, whichever is deemed appropriate by the LITPC 1st Vice President.

5. **Other LITPC Pins.** The Pin Design Committee shall be responsible for the design and production of any other pin or pins issued in the name of the LITPC. All pins produced under this paragraph will be subject to the same procedures as apply to the aforementioned pins in this Policy.

6. **Use of the LITPC Logo.** No pin shall be made using the LITPC colored Logo unless the colors duplicate the original colors used in the logo. No other variation of colors is acceptable. In order to comply with this paragraph it is recommended that any order of LITPC pins be coordinated with the original vendor, C & L International Enterprises.

7 **Authorization to use the name Lions International Trading Pin Club or the initials LITPC is reserved for use by the LITPC. Only pins issued by the LITPC or current board members showing their office may contain this designation. Pins issued by current board members that are in sets that include pins of Lions who are not current board members should not contain the designation LITPC.**

*****NOTHING FOLLOWS*****

Approved by the Board on 7 November 2012