

## LITPC POLICY STATEMENT

SUBJECT: **Annual Meeting**, Selection of

1. The LITPC Vice President shall be responsible for initiating the necessary actions to solicit site bids from interested Lionistic organizations, including those within the pin trading community. In this connection, an Annual Meeting shall not be held during the two weeks prior to or two weeks following the LCI Convention. This will give all of our members who wish to attend the LCI Convention sufficient time to travel to and from that Convention. The basic LITPC requirements for the conduct of the LITPC Annual Meeting are as follows:

a. To avoid major conflicts with the Multiple District conventions, the proposed dates for the conduct of the Annual Meeting must be widely coordinated within the LITPC, including a notice in the LITPC newsletter and the LITPC web site. In this connection, all concerned should be advised to notify the LITPC Vice President within 10 days of the notice that there may be a conflict.

b. In the solicitation of bids for the Annual Meeting, it should be clearly indicated that the Annual Meeting and Breakfast is strictly under the control of the LITPC. In this connection, the LITPC Vice President in carrying out his overall responsibilities for our conventions, will maintain control of all agenda items for the meeting and breakfast.

c. Included, but not limited to, are facility requirements that need to be considered. There must be:

(1) Adequate trading facilities/area to accommodate up to 150 traders.

(2) Six foot tables to accommodate up to 150 traders, with a minimum of one chair per table.

(3) A meeting room to accommodate up to 50 individuals for the conduct of the LITPC Board of Directors meeting.

(4) Adequate space requirements for the LITPC Hospitality Room. Although not highly desirable, the hospitality accommodations may be in the trading room area.

3. Priority consideration in the selection of a site may be given to holding our meeting in conjunction with an established pin swap. Should this not be possible, there are no restrictions against the LITPC from selecting a site that will be exclusively for the LITPC. To assure that all interested parties are given equal opportunity to bid on the Annual Meeting, a prominent notice must be included in both the LITPC newsletter and on the LITPC web site. A deadline for submission of bids shall be included in the notice. Should there be no bids the LITPC Board of Directors shall be responsible for determining the site of the Annual Meeting.

4. All bidding parties for hosting the LITPC Annual Meeting shall be invited to make their presentation at the next meeting of the LITPC Board of Directors following the deadline established for submission of such bids. To avoid any misunderstanding, the bidding parties shall be made to understand, during their presentations, that the Annual Meeting and Breakfast is strictly an LITPC event and that all matters relating thereto MUST be approved by the LITPC Vice President.

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5. The final decision on the location and dates for the conduct of the Annual Meeting shall be made by the LITPC Board of Directors after all bidding parties have made their presentation.. Notice of this decision shall be made known to all parties involved, as well as to the general LITPC membership.

6. The successful bidding party shall maintain close coordination with the LITPC Vice President who has overall responsibility as our convention chairperson.

7. This Statement supersedes LITPC PS 0045 of 7 November 2012.

\*\*\*\*\*NOTHING FOLLOWS\*\*\*\*\*

Approved by the Board on 6 November 2024.