

DISTRICT 14-C DISTRICT CONVENTION CHAIRPERSON

FUNCTION

This chairperson supports the District Governor (DG) in the planning, implementation and administration of the tasks required to conduct a successful District Convention.

REFERENCES *(if applicable)*

1. LA-4: LCI Standard District Constitution and By Laws
2. LCI District Governor Team Manual

GENERAL

The District Governor serving in the year of the convention shall appoint the District Convention Chairperson. Traditionally, this Lion has been the PDG serving as the chairperson of the Long Range Planning Committee based on their cycle in the PDG tenure structure. The committee members will include the four most recent PDGs (includes the Immediate PDG), the sitting District Governor, Vice District Governors and any others appointed by the chairperson. The DG also retains the right to appoint someone of his/her choosing as the committee members.

DUTIES

1. Schedule the first meeting not later than July to establish the committee and draft required actions.
2. Present the District Convention planning status at cabinet meetings by request of the District Governor.
3. Establish the date and location for the convention based on the DG's input.
4. Determine if a Rally will be held and include it in the planning. Normally decided by the sitting DG for the year of the event.
5. Educate and motivate club members to participate in the District Convention.
 - a. Communicate with the clubs using all available sources such as DG's newsletter, visitations to clubs, zones, district and the use of special mailings.
 - b. Prepare a program presentation for clubs in District 14-C.
 - c. Inform clubs of the arrangements, programs and costs of convention.
6. Manage and coordinate the district convention activities.
7. Schedule a follow-up meeting within 30 days of completion of the convention to review its success and potential improvement areas.

Procedure Change History

May 1, 2002

August 24, 2008

April 25, 2009

February 18, 2017