

Care and Feeding of Your Society Board Representative (SBR)

The society provides an official representative for conventions which include official HOD and/or BOD meetings. In some cases, SBRs are assigned to attend and cover HOD meetings which do not occur on a convention weekend. Most districts do a fine to outstanding job of hosting SBRs but recent questions have arisen so this document is intended to clarify and better standardize the practice. To that end, here are some general guidelines for your review and, if necessary, our discussion.

As a general rule, please plan for your society rep's visit much as you would for a judge. Some districts officially designate the DP or IPP as the official host for the SBR. In any case, it is always nice for the SBR to have a single contact for logistical questions.

SBR assignments are made by the society EVP. While it is tradition to schedule the assigned society liaison, this is not always possible due to schedules. Typically, half of the society board judge and nearly all board members compete. In some cases, the district may request participation by a board member other than the assigned liaison. If that occurs, the society EVP attempts to comply with those requests.

The Society pays travel expenses to get the SBR to the convention site and back home. If the rep brings a spouse to the convention, the rep pays for the additional travel. The District provides transportation to/from the airport, lodging, convention registration(s), and customarily some meals as well. Unless specifically agreed to in advance, the SBR expects that the district will make arrangements for lodging.

If there are VIP dinners with judges and/or district officials, it is customary to invite the SBR. Likewise, if there are district sponsored afterglows or receptions, the rep and his guest are normally invited to these as well. Many of our board members do not submit miscellaneous expenses but the Society does reimburse for some meals during the trip if submitted.

Although our board members are experienced travelers, coordinating the details of local transportation pertinent to the district schedule in advance is important. If the district is running shuttles to the local airport to pick up judges, it is greatly appreciated when the SBR can be part of that system. If the district does not provide transportation from and back to the airport, the society will certainly cover those expenses but please help the SBR be informed as to the details (hotel bus, super shuttle, taxi, etc?). Also, please don't forget about the SBR when the convention activities are not within comfortable walking distance of the headquarters hotel.

The SBR has a written report to complete regarding the events of the visit and that report asks for some basic statistics. The report is normally shared with the DP and other appropriate members of the district as may be appropriate prior to distribution. The report needs to be submitted in a timely fashion so prompt response to requests for input is always appreciated. The final report goes to the Society board, Society C&J committee chair, Society events committee chair, district president and district events VP.

For questions or concerns, please contact the Society EVP.
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