

2010 IL STATE CONFERENCE PLANNING COMMITTEE **GUIDELINES**

TAKEN FROM THE FEBRUARY 15 MEETING MINUTES

Being as communication and accountability are vital to the successful planning and performance of a conference, the 2010 IL State Conference Planning Committee accepts the following Accountability Guidelines:

1) Persons elected to Chair positions agree to submit a current written & verbal status report at each planning meeting.

2) If unable to attend, a Chair will notify the Planning Committee Chair and send a report in advance.

3) Failure to meet #2 above for 2 months in a row will result in automatic disqualification from Chair position.

Motion to accept Accountability Guidelines made by Tony, seconded by Linda, and passed unanimously

4) Planning Committee agenda to be posted on the District 11 website 1 week prior to monthly meeting

(4th guideline added on March 15th)