

National Convention Steering Committee Charter

Statement of Purpose

The purpose of the International Plastic Modelers Society (IPMS) National Convention Steering Committee (NCSC) is to provide a continuity resource for the society and membership in support of the National Convention. The NCSC's goal is to create and maintain an online resource and standardized process that increases convention bids and enables a seamless transition from year to year for clubs hosting the National Convention. The committee will serve as a mechanism for continuous improvement and capture convention best practices for implementation.

Membership

The NCSC members are volunteers that have been nominated by the IPMS 2nd Vice President. Each committee member will serve for at least one EBoard election cycle. The committee will consist of members representing different functions supporting the national convention. Additionally, the National Contest Committee (NCC) will provide a representative. The committee chair will serve as the primary point of contact for the EBoard. This individual shall facilitate, promote, and encourage the free flow of ideas, comments, and criticisms in support of improving the National Convention.

Committee Chair - John Bonanni

- **Vice Chair** - Len Pilhofer
- **Member** - Rob Booth
- **Member** - Alex Silvia
- **Member** - Kaliste Saloom
- **NCC Representative** - Mark Persichetti

Authority

The NCSC has no expressed or implied power or authority.

Responsibilities

The NCSC shall have responsibility for supporting the planning and execution of the annual IPMS/USA National Convention.

- Provide assistance to the IPMS 2nd Vice President in supporting the National Convention.
- Act as an accountability agent for member feedback and provide a forum to discuss convention-related items.
- Conduct periodic town halls that are open to IPMS national members who are interested in hosting the National Convention.
- Provide an online resource that will provide chapters with a clear guide to planning and executing the National Convention.
- Support the National Convention selection process by evaluating bids and providing a recommendation to the Eboard.
- Support National Convention teams in the preparation of the event.

- Survey the attendees to gather feedback and capture best practices following each National Convention.
- Work with past, present, and future National Convention chairmen, and their teams, to ensure the success of the event.

Terms of Office

Each member of the NCSC shall serve a two-year term of office commencing November 1 of an Executive Board election cycle. Any member may serve a maximum of two consecutive terms, totaling four years of service. If a member is appointed during an off-cycle year, the two-term restriction will take effect after they have been officially appointed by the Eboard following an election cycle. The exception of these terms is the NCSC Chairman and NCC representative; respectively, the 2nd Vice President and current Chief Judge will have permanent positions on the committee throughout their tenure with IPMS/USA.

Meetings

The committee will meet at least quarterly and more often as needed. A simple majority of the committee members shall constitute a quorum. The committee chair will keep a copy of the committee meeting minutes and forward a copy to the Executive Board Secretary. The committee chair may invite any director, officer, staff member, expert or other advisor who isn't a member of the committee to attend, but these individuals have no voting power.

The committee will review its charter at least bi-annually and recommend any proposed changes to the board for review.

This charter was assembled and written by John Bonanni, 2nd Vice President IPMS/USA 2022-2023, and approved by the IPMS/USA Executive Board on December 12, 2022. This charter was last updated on December 8, 2022.