

The Society for Louisiana Irises will require candidate cities wishing to host the annual spring convention to continue with the traditions established since the Society's conception. These apply to conventions not held in Lafayette, Louisiana.

A. At a minimum, the host city should be prepared to offer:

1. Hotel accommodations with space and staff sufficient to accommodate anywhere from 75 to 150 convention guests (number is based on attendance at recent conventions in Lafayette). There must be hotel facilities available for
 - * two(2) sit down banquets,
 - * the SLI board meeting,
 - * the annual SLI meeting of the membership,
 - * and other related activities such as judges training schools, special receptions, silent auction, slide shows, and plant auctions.
2. A show devoted exclusively to or significantly emphasizing the Louisiana iris shall be staged, either within the hotel complex or a site convenient for convention guests and the general public to attend. Information concerning membership in SLI shall be made available during the show. The show must be judged by AIS judges, following all rules and guidelines established by AIS. Show awards and ribbons will be provided by SLI.
3. An Opening (Welcome) Banquet, to include an audio visual show.
4. An Awards Banquet to present the society's awards for the previous year (including presentation of the DeBaillon Medal), Service Awards, Distinguished Medal Award, annual show winner awards, and the annual plant auction of Louisiana irises.
5. A minimum of three (3) tour gardens featuring Louisiana Irises should be made available for viewing by the convention guests. Transportation must be

provided. It is also recommended the driving distance to the gardens be no more than one (1) hour from the convention hotel. Although exceptions can be made in consultation with SLI.

- B. Resources required would approximately be equivalent to hosting an average sized regional AIS Convention with garden tours.
1. Human Resources: Host city should have enough active members who can perform all tasks associated with conducting a moderate sized convention (e.g., chairperson, hotel liaison, meals coordinator, show chairperson, transportation, publicity, hospitality, tour garden hosts, guest plant chairperson, and coordinator with SLI officials).
 2. Funding: Although the majority of expenses directly related to official business of the SLI, will be reimbursed by the SLI Treasurer, the host city should be prepared to absorb any extra costs and provide up front funding of covered expenses until reimbursed by the SLI Treasurer. A person should be appointed to coordinate all expenses with the SLI Treasurer.
 3. Hotel Accommodations: The host city needs to work with the convention hotel for the most inexpensive room rate as possible and for another hotel for a potential overflow from the hotel headquarters. A formal agreement with the hotel should be established at least one year before the convention.
 4. Transportation: The host city should have sufficient public transportation to allow easy access by the convention guests (e.g., bus service, airport shuttle, rental cars, etc.). All transportation to official events during the convention must be provided by the host: Buses, shuttle services, private vehicles in caravan, etc.
 5. Guest Plants: The host city may ask for guest plants to put into the tour gardens but, must realize that the plants belong to the sender and must be returned to them, at no expense to the sender, after the convention is over. Host city must work with the SLI Newsletter Editor in putting a request for guest plants in the newsletter as soon as possible. Guest

plants should be planted in tour gardens at least 2 years prior to the convention but, preferably 3 years before the convention.

6. Other Points of Interest: Optional tours to other points of interest and tourist attractions in the immediate vicinity of the host city are desirable but, not mandatory. No optional tours should conflict with the scheduling of SLI activities, and any extra fees should be listed separately and not incorporated into the convention registration fee.

7. Other Gardens in the Area: A listing of other gardens in the area - private and/or public - of interest to convention guests but, not officially on tour, is desirable. Any restrictions, such as dates and times open for viewing, and any admission fees (public gardens) should be clearly stated.

BID PROPOSAL

Cities interested in hosting the annual convention of the Society for Louisiana Irises, must prepare a bid package and submit to the President of SLI by August 1, at least three (3) years in advance of the desired convention date. Package should cover all the minimum requirements cited in this policy and include at least a minimum:

1. Proposed date (this should coincide with the historical peak bloom dates for Louisiana irises in the area). The dates should not conflict with other major iris events, such as the American Iris Society National Convention.

2. Proposed convention hotel headquarters, giving an estimate of the room rates, facilities, and capacity.

3. Point of contact (usually the proposed Convention Chairperson).

4. Local gardens proposed to be on tour.

5. Registration Fee should be set with the cooperation of SLI Officials. Registration Fees should include 2 banquet meals, lunches, and tour costs. Also, a partial registration should be included for those

attendees whom wish not to attend all the functions.
Such as registrations fees for:

- * bus tours only
- * welcome banquet only
- * awards banquet only

The President of SLI will initially screen the bid for completeness and then forward copies to SLI Board Members for review. The SLI Board of Directors will then vote at the next Board Meeting whether to accept or reject the bid and why. If more than one bid is received, the SLI Board will choose the most desirable bid. Upon acceptance, the President of SLI will notify the Point of Contact, who will initiate plans for hosting the convention. The announcement will appear in the next issue of the SLI Newsletter.