

**LITPC POLICY STATEMENT**

SUBJECT: **USA/CANADA Coordinator**, Appointment of

1. In recognition of the change in USA-Canada Forum policy that permits pin trading on all days of the annual event, it is incumbent upon the LITPC to serve in a facilitator's role to assure maximum cooperation between the pin trading community and the Forum Organizing/Host committee (hereinafter referred to as the Host Committee).

2. The President of the LITPC shall appoint one of the LITPC Directors to serve as the LITPC Forum Coordinator. The name of the Director, including all of his/her contact data, shall be provided the Host Committee one year in advance of the beginning of the Forum for which that Director will serve as our direct contact with the Host Committee. The Director appointed to this position will be a newly inducted two year Director and will have responsibility as the LITPC Forum Coordinator that is held the following calendar year. (This will insure that he/she has ample time to gain training from the LITPC Coordinator for the current year.)

3. The LITPC Forum Coordinator shall:

- a. Make contact with the Host Committee Chair to determine the degree of involvement desired from the LITPC.
- b. Disseminate all publicity material provided by the Host Committee through the use of the LITPC newsletter ("The Trading Post" and the LITPC Web Site.
- c. Encourage Forum attendance by LITPC members through the use of "The Trading Post" and the LITPC Web Site.
- d. Provide the Host Committee with estimates for table requirements for LITPC members who indicate their intentions to attend the Forum. This shall be accomplished with the clear understanding that all who use the tables provided by the Host Committee **MUST** be registered Forum attendees. Further it shall be understood that the pin trading tables provided by the Host Committee are not for the exclusive use of LITPC members. Any person registering and attending the Forum is entitled to table space, as determined by the Host Committee.
- e. In coordination with the LITPC President, arrange for an LITPC presenter/participant at a Forum seminar on the subject of pin trading. This shall be either in response to a request for same from the Host Committee or it shall be as a result of an LITPC initiative for such a seminar.

\*\*\*\*NOTHING FOLLOWS\*\*\*\*

Approved by the Board on 10 November 2010