



## **Friends & Supporters of Liberian Basketball, Inc.**

### **Recommended guidelines for hosting Annual National Conventions**

1. A minimum of 8-10 active, registered members in a given city/state should submit a petition in writing 60 days prior to the National Convention, to the chairman of Executive Council of FSLB requesting to host a Convention.
2. All registered members wishing to host will defend their request to the general body and a vote will be taken at the present Convention to determine who will be awarded the opportunity to host the next Convention.
3. The chairman of the executive council shall appoint the chairman of the convention for that city / state and who will serve in this position at the will and pleasure of Executive Council of FSLB and will be fully accountable to the Executive Council of FSLB as outline in the by-laws.
4. The Executive Council of FSLB shall establish a budget for the hosting of FSLB convention each year in FSLB yearly operational budget.
5. All financial transactions and disbursements of funds according to the approved convention budget will be handled /supervised and managed by the Treasurer of FSLB.
6. The convention chairman is required to submit a comprehensive convention plan and operational budget to the Executive Council of FSLB 6 months prior to the convention in July. The activities of the convention are expected to include, but are not limited the following :
  - a) Welcome Party – Socializing and introducing new members
  - b) Business Meeting - (Mandatory) – Goal is to generate ideas and projects for consideration that will perpetuate the strength and development of FSLB organization. It must include :

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1. FSLB yearly Operational Report by the Chairman of FSLB
  2. FSLB yearly Financial Report by the Treasurer of FSLB
  3. Identification of special projects by members for submission to the Executive Council for consideration and implementation.
- c) Basketball tournament – Teams from various states competing for FSLB Annual Convention Trophy.
- d) Awards Ceremony/ FSLB Convention Ball

**All convention activities must comply with the guidelines set forth in the FSLB By-laws.**