

Junior Activities — Junior Conference — Appendix A

1. The Conference and Committee expenses shall be as recommended by the Committee and as adopted by the Finance Committee. The Conference Director in consultation with the Department Chairman shall submit an end-of-year statement of the expenses incurred and proposed recommendations affecting the committee and the Junior Conference budget for the next year to the Finance Committee for review and approval by May first (1996)
2. The Junior Conference shall be self-supporting and the current income from the fund raising project and contributions shall be used for the following year's conference. The Department Junior Activities Chairman will be responsible for the promotion of the conference and all fund raising efforts in support of the conference. (1988)
3. Facilities for the Conference must include proper beds, showers, and restrooms to accommodate the attendees. Recreational facilities are desirable. If requirements can be met for a suitable site, a rotation between Northern and Southern California would be preferred. However, the prime consideration shall be proper facilities at an affordable cost. When a semi-permanent site is located for conferences, consideration shall be given for charter transportation from the furthest part of the state.
 - a. The dates of the Junior Conference session to be set for a period of one or more years to allow for affordable rates. (1996)
4. Funds raised for the statewide conference session shall only be used for planning and conducting the conference. There will be no exceptions.
5. Any films to be shown during Junior Conference must first be previewed and then approved by the Department President, Junior Conference Committee, and the Department Honorary Junior President. A parental consent form, including the film titles and subject matter, shall be mailed with the Junior Conference Reservation Forms. (1998)
6. The Junior Conference Committee will finalize plans for the Junior Conference at the Department Mid-Year Executive Meeting. The Junior Conference Director shall send pertinent information to the Units not later than ninety (90) days prior to the planned Junior Conference date. (1998)
7. The Conference Director is responsible for implementation of planned activities. Program plans by the Junior Conference Committee should provide an opportunity for leadership development in a creative atmosphere. The Director shall be responsible for extending invitations to the members designated as staff. The staff shall be selected by the committee with the approval of the Department President. (1995)
8. The registration fee shall be set by the Conference Committee as soon as the plans for the conference are made, based on a realistic estimate of cost and available funds raised for the conference. Units shall be encouraged to assist their Junior members financially for transportation and registration fee.

9. Chaperones who have not been assigned specific duties by the committee shall find other activities of interest off the premises. Housing may be available for chaperones only if facilities are large enough to accommodate these chaperones in a separate location on the grounds at their own expense. (1995)
10. The Department Secretary/Treasurer shall arrange for adequate *camp* insurance for all participants. (1995)
11. The committee shall prepare the proper release forms for signature of the parent or guardian, including permission for emergency medical treatment at the parent or guardian's expense. The chaperone shall have duplicate release form in her possession en route to and from the conference.
12. Junior groups will be formed and housed according to age groups, combining large and small communities statewide. Assigned Senior Advisors will serve as group counselors and as chaperones on the conference grounds.
13. Junior members shall arrive at the conference under the supervision of their parents or an adult chaperone. Those arriving by public transportation shall notify the committee so arrangements may be made to meet them.
14. Eligibility for attendance at the conference shall be limited to Juniors ten (10) to eighteen (18) years of age. If a Junior member is elected to an office or serving as a chairman and attains the age of eighteen (18) during her term, she may complete her year in office. In addition to the age requirements, she shall have given at least five (5) hours during the current fiscal year to her Unit. If any Unit does not provide the opportunity for the Junior to serve the required hours, five hours of service to a community organization may be substituted. (1994)
15. Election of Junior Officers shall be conducted according to rules established by the committee. Adults are not allowed to participate in the elections except those persons assigned to counsel the current officers on the procedures.
16. Candidates may not bring *gimmicks* to the conference. All campaign signs, gimmicks, et cetera, will be made at the conference from materials supplied by the committee.
17. Juniors shall caucus with their Districts prior to nominations. Each District will have a Senior Advisor to counsel candidates on their responsibilities prior to nomination and elections so each will know their commitments. A District may nominate a candidate for each office if they desire. However, only two elected officers may serve on the Department level from each District. In the event more than two candidates from the Districts are elected, the rules for handling will be established by the Junior Conference Committee and printed in the Junior Conference Elections Rules. The Honorary Junior President and Honorary Junior Vice President shall be from different Districts. (1992)

18. Junior members in attendance shall abide by the rules set by the Conference Committee and serious violation of these rules shall be cause for sending the Junior home.
19. The Department President or her representative shall install the Junior Department Officers.
20. The Honorary Junior President shall be authorized an expense allowance for visitations and other related duties during her term of office. All travel arrangements must be approved by the Department President prior to acceptance of any invitation. The Finance Committee shall budget for the allowance and review expenses before reimbursements are made. (1992)
21. Each Honorary Junior President shall be given a copy of the Junior Activities Conference Code. (1992)
22. The candidate for Honorary Junior President must be a minimum of fifteen (15) years old. (1992)
23. Future elected Honorary Junior Department Officers be prohibited from succeeding themselves. (1992)
24. Newly installed Honorary Junior President will be invited to attend convention at the discretion of the Department President. The Honorary Junior President who served with the current Department President may be invited to attend convention at the discretion of that President. (1995)
25. Junior members attending Junior Conference will be expected to report on the conference to their Unit. (1989)
26. The Department Office will send out to the Units reservation forms for Junior Conference, with the age requirements listed there-on. The completed reservation forms shall be sent to the Junior Conference Director for accounting. (1998)
27. The Junior Conference Director will provide to all Senior attendees, a Unit Meeting Agenda, complete with Election Rules, for the purpose of conducting quality leadership during Junior Conference. This will be used as a guide by all Senior members participating during Junior Unit Meetings at Junior Conference. (1998)
28. **The Junior Activities Chairman, Junior Conference Director and the Committee will choose a Department Junior Delegate and Alternate to National Convention at Junior Conference. (2001)**
29. **Airfare, \$100.00 per diem for two (2) days and the registration fee of \$25.00 will be paid for by the Department Office for the Delegate to National Convention. If the Alternate Delegate chooses to attend National Convention she will do so at her own expense, except for the \$25.00 registration fee which will be paid for by the Department. In the event the Department Junior Delegate is unable to attend National Convention, the allowable expenses will be given to the Alternate Delegate. (2001)**