THE NATIONAL SOCIETY OF THE SONS OF UTAH PIONEERS

ANNUAL NATIONAL ENCAMPMENT POLICY

POLICY STATEMENT IN ACCORDANCE WITH THE NATIONAL SOCIETY BYLAWS APPROVED AND ADOPTED BY THE NATIONAL SOCIETY'S BOARD ON 17 JANUARY 2024.

NATIONAL BOARD ADOPTION & APPROVAL : 19 FEBRUARY 2025

THE POLICY CONSISTS OF TWO (2) PARTS

Part 1 – Contains the National Society Bylaws Article 9 referencing the Annual National Encampment.

Part 2 – Contains the associated National Society's Encampment Policies and Responsibilities.

ARTICLE 9 NATIONAL ENCAMPMENT

NATIONAL SOCIETY OF THE SONS OF UTAH PIONEERS BYLAWS

Section 9.1 National Encampment: The National Society shall meet annually in a National Encampment, in the month of September, and at a place determined by the National Board. The National President shall give supervision to the Chapter organizing the National Encampment under the guidelines and policy approved by the National Board.

Section 9.2 National Encampment Host: The National Encampment shall be held at a location selected by a Chapter whose proposal to host the event has been accepted and approved by the National Board. A Chapter desiring to sponsor a future National Encampment must submit a proposal to the National Executive Council at least 90 days prior to the first day of the current year's National Encampment.

Section 9.3 National Encampment Expenses: The expenses of the National Encampment shall be met by registration fees charged to those who attend. Any profits or losses from the National Encampment shall be divided equally between the National Society and the sponsoring Chapter. The National Society shall advance an operating fund, the amount to be determined by the National Executive Council, which shall be repaid prior to the equal sharing of profits/losses after the National Encampment.

NATIONAL ENCAMPMENT POLICIES AND RESPONSIBILITIES

I. BASIC RESPONSIBILITIES: THE NATIONAL SOCIETY AND THE SPONSORING/HOST CHAPTER(S) WILL SHARE RESPONSIBILITIES.

A - The National Society Officers will assume responsibility for any leadership meetings held, conducting and joint programming of the Friday evening dinner meeting; the Saturday morning National Board breakfast meeting; the Saturday morning National General Business meeting; and, the Saturday National President's lunch and program.

B - The National Society and the sponsoring/host Chapter(s) will assume responsibilities for the registration.

1 - The National Society will provide Internet credit card registration and registration by mail.

2 - The sponsoring/host Chapter(s) will take care of all other registration activity, including arrangements for facilities, staffing, registration packets to include name tags, program itineraries, and mementos, where appropriate.

3 - The National Society and Chapter(s) will coordinate frequently on the registration to allow both to quickly acquire the data they need for planning purposes.

C. The sponsoring/host Chapter(s) will assume all responsibilities for providing information on hotel accommodations, event meals/food, tours/treks, and other projects as assigned by the National Society Officers.

1 - Program Agenda Items:

a - The sponsoring/host Chapter(s) working with the National Society will supply programs with agenda items, including parties assigned for prayers, posting of the colors, and Pledge of Allegiance color guard.

b - The National Society will provide agendas for the National Board breakfast meeting and supply appropriate information on all other agendas to be incorporated in programs provided by the host Chapter(s).

2 - Advertising and Programs should suggest appropriate dress for the various activities. Item II, below, has dress suggestions for the activities.

II. TIME SCHEDULES

A - Thursday

Noon – 8:00 p.m.	Registration
5:00 p.m. – 8:00 p.m.	Social Hour, Welcome, "Get Acquainted" Dinner, and Speaker or Entertainment. (Dress: Dressy, but dependent upon the weather and venue.)

B - Friday

7:30 a.m. – 9:30 a.m.	Registration
8:30 a.m. – 5:00 p.m.	Tours/Treks (Dress: Casual)
6:00 p.m. – 8:00 p.m.	Encampment Dinner [Keynote Speaker or Entertainment] (Dress: Dressy, but dependent upon the venue.)

C - Saturday

8:00 a.m. – 9:00 a.m. National Board Breakfast Meeting (Dress: Sunday Dress)
9:30 a.m. – 11:00 a.m. Women's Program (Dress: Sunday Dress)
9:30 a.m.-- 11:00 a.m. National Business Meeting (Dress: Sunday Dress)
11:30 a.m. – 1:30 p.m. National President's Luncheon, Swearing-in of National Officers, and National Awards (Dress: Sunday Dress)

III. HOTEL, FOOD, AND TOURS (TREKS): THE SPONSORING/HOST CHAPTER(S) WILL MAKE ALL NECESSARY ARRANGEMENTS FOR THIS PART OF THE NATIONAL ENCAMPMENT:

A. Arrange for local tours/treks to historical monuments or places of interest for the National Encampment attendees.

B. Provide possible hotel arrangements available to attendees at a discount.

1. Arrange for venues for all the meetings. These may be with a hotel, convention facilities, local churches or other appropriate locations.
2. Arrange for all the meals with a caterer. This could include a box lunch for the tours/treks and dinner meals for the other listed meal events. Breakfast would only be provided for the National Society Board meeting on Saturday.

IV. ADVERTISING WILL BE THE RESPONSIBILITY OF THE SPONSORING/HOST CHAPTER(S), WITH SOME ASSISTANCE FROM THE NATIONAL SOCIETY OFFICE:

A. This would include the design and printing of brochures and related materials.

B. Working with the local Chamber of Commerce and Convention groups to secure site information.

C. Work with the National Society Office to secure advertising for the National Encampment; such as an insert in the Pioneer Magazine, announcements in the Trail Marker newsletter, and other forms of media.

V. TRAINING, BUSINESS, AND ENTERTAINMENT:

A. The National Society will hold a National Society Board breakfast meeting on Saturday morning.

B. Working together the National Society Officers and sponsoring/host Chapter(s) will select appropriate entertainment and venue for the Friday evening dinner.

VI. EVALUATION: AFTER THE CLOSE OF THE NATIONAL ENCAMPMENT, THE NATIONAL OFFICE AND THE SPONSORING/HOST CHAPTER(S) REPRESENTATIVES WILL CONDUCT AN EVALUATION OF THE NATIONAL ENCAMPMENT FOR PLANNING PURPOSES FOR ANY FUTURE NATIONAL ENCAMPMENTS.