

SEAFRC at Fire-Rescue International Policy  
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## **Board at FRI**

All board members are expected to attend FRI.

### ***President***

Expenses are covered for the President’s attendance at FRI. IAFC/FRI provides the SEAFRC President with a suite at the division’s designated hotel for 5 nights. Registration for the President and partner will be covered by the SEAFRC. The President will attend the IAFC Board meeting, run the SEAFRC Lunch and Business Meeting, give an update on the SEAFRC to the IAFC membership at an IAFC Business Meeting, attend the IAFC Leadership Meeting, work the SEAFRC Booth and attend other meetings as needed.

### ***Executive Director (Division Secretary)***

Expenses are covered for the Executive Director’s attendance at FRI. IAFC/FRI provides the Executive Director with a sleeping room at the division’s designated hotel for 7 nights. The Executive Director will coordinate all activities of the SEAFRC at FRI, work the SEAFRC Booth and work the FRI Registration area as a responsibility of the Division Secretary.

### ***International Director***

Expenses are covered by the IAFC/FRI for the International Director’s attendance at FRI. The International Director will attend the IAFC Board Meeting, the SEAFRC Lunch and business meeting, IAFC Business Meetings, the IAFC Leadership Meeting and other meetings as needed and work the SEAFRC Booth.

### ***All Other Board Members***

Expenses for board members other than the President, International Director and Executive Director are the responsibility of the individual. The board members are asked to attend the

SEAFc Lunch and business meeting, IAFC Business Meetings, the IAFC Leadership Meeting and other meetings as needed and work the SEAFc Booth.

### ***Booth***

IAFC/FRI provides complimentary booth space on the exhibit floor in the Member Service area. SEAFc must cover any other expenses (AV/Shipping, etc). This provides a great opportunity to network with our members and members of other divisions and let them know what we are doing. The Executive Director will coordinate the booth and all board members are asked to assist in staffing the booth.

### **Hospitality Suite**

IAFC/FRI provides the SEAFc President with a suite at the division's designated hotel. The SEAFc will host a hospitality suite on one evening during FRI in the parlor of that suite. The President and the Executive Director will select which night based on the other activities going on during FRI. A budget of \$500 will be allocated to purchase supplies for the suite. Sponsors may also be sought.

### **Lunch**

All IAFC divisions hold a lunch at FRI at a date and time as coordinated by the IAFC. SEAFc staff will coordinate with IAFC staff on the details.

### ***Attendees***

Attendance at the lunch is for members of the SEAFc only. This is to make it a true member benefit since we do not charge for attendance. We can also conduct business if needed. Conference name badges indicate whether the person is a member or not and will be checked as people enter the lunch.

### ***Costs***

The SEAFc will seek sponsors to cover the cost of the lunch.

### ***Notification***

When we promote SEAFc activities at FRI in our newsletter, emails, and on the website it will be promoted that this is a member benefit and only members can attend. IAFC staff has also been asked to indicate this when they promote the lunch.