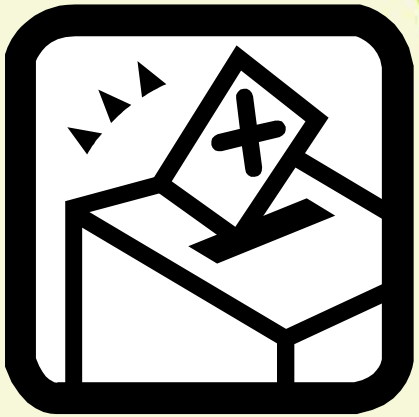
Preparing for Conclave

Conclave: WHAT it is and the BASICS

Conclave (noun):

a division meeting where a Lieutenant Governor is elected to serve for the division as a district liaison for one term.

A Region Team may organize multiple conclaves at one location.



- **When:** Held in January or February
- **Quorum:** 50% of clubs in good standing within the division must be represented for the Conclave to continue

- **Delegates:** Each club in good standing may have 2 delegates
- **Election:** Candidates run at the division conclave to compete for the position of LIEUTENANT GOVERNOR!

The PROCESS and RULES of Conclave

- **Speech:** Candidates are allowed a 3-5 minute speech
- **Literature:** the only campaign material permissible is 1, 2-sided page printed in the official Candidate Booklet published by the Lt. Governor
- **Caucus:** The audience is allowed 4 minutes for caucusing
  - Ask questions of each candidate after the speech

- **Election:** Delegates cast a secret ballot
  - the candidate with the most votes wins

- **IF** there are more than 2 candidates, a nomination conference must be held and the top 2 candidates will be re-caucused

Preparing: the HOW-TO's

- Complete and submit the Service Agreement to the District Office and the Region Advisor AT LEAST 1 week before the conclave (sooner is better)

- Prepare and send your platform/literature to your LTG AT LEAST 1 week ahead of conclave (for printing purposes)

- Have your speech and any materials you will need for conclave prepared and ready beforehand

- Ask your LTG TONS of questions to prepare for caucusing and to keep your mentality strong

The P L A T F O R M /LITERATURE

- This is your ONLY campaign material and will be distributed at your conclave
- Use a catchy slogan or **acronym** to express your goals and outline what you want to do as LTG
- You want to be REMEMBERED, so pick something UNIQUE, and make it CREATIVE so that it grabs attention.
- It is limited to 1, 2-sided paper or 2, 1-sided papers
  - Compiled into one Candidate Booklet by the Lt. Governor

The DOs and DON’Ts of Preparation

Things to DO

- Practice and memorize your speech COMPLETELY
- Keep your platform to-the-point and make sure that it follows Graphic Standards
- ASK QUESTIONS. KNOW THE POSSIBLE QUESTIONS AT CONCLAVE
- DRESS to IMPRESS! You want to mean **BUSINESS, PROFFESIONALLY**
- BEE Confident, Enthusiastic, Truthful, Amazing, and YOU!
- USE THE RESTROOM BEFORE CONCLAVE
- Own the stage. Own your speech. Own the crowd

DO NOT do these things

- Don’t CAMPAIGN – You are only allowed to ask your home club for endorsement
- Don’t Hand out goody bags
  - no one likes a suck-up
- NO WHITE SOCKS…or inappropriate clothing
- Don’t ramble or go over time limit
- Don’t say “um” and “like”
- Don’t say “you guys”
- Don’t freak out beforehand

Questions?