

## **CONFERENCE AND SHOW OVERSIGHT COMMITTEE**

The purpose of the NAA Conference and Show Oversight Committee is to provide guidance and recommendations for the successful implementation of the annual International Auctioneers Conference and Show and to efficiently and accurately conduct the Auction and Appetizers event.

This committee is charged to review the most recently concluded Conference and Show Attendee survey to identify what worked well and to identify potential areas of improvement. The NAA staff liaison will forward the outcomes of that discussion to the NAA CEO.

The committee is responsible for the following tasks regarding the Auction and Appetizers event:

- Encourage/recruit auction professionals to participate in the Auction and Appetizers (A&A) event.
- Identify and secure the Emcees for the A&A event.
- Oversee getting the sellers lined-up at the stage entrance in order of their lot number
- Usher sellers to the podium in a timely manner to keep the auction moving quickly.

The Host State Association shall secure volunteers for bid assistants and ticket runners for the Auction and Appetizers event.

The NAA staff is responsible for all pre, post and onsite logistics for the Auction and Appetizers event, including the clerking and cashiering of the auction.

### **Committee Composition**

- The C&S Oversight Committee will consist of the Chair/Vice Chair, the current host state representative, the state host representative of the next year's conference and show, and three-to-five additional members for a one-year term.
- The committee reserves the right to request that a vacancy be filled.
- The Chair (or Vice Chair) will report to the Board. The NAA President, with consultation and approval by the CEO, will determine the committee Chair and/or Vice Chair position. The NAA Conference Manager will serve as a staff liaison.

### **Committee Competencies**

The following competencies have been identified for those who serve on this committee:

- Process-oriented
- Analytical thinking

- Team-oriented
- Objective thinking and decision-making skills

It is expected that the members of the Conference and Show Oversight Committee will attend the Conference and Show at their own expense.

The committee will hold, at minimum, one-to-two conference calls a year. Additional calls will be held on a case-by-case, as needed, basis.