



9. List of what the ACI Board members have to bring to the ACI Conference

- ALL
 - Own jewel of office of the ACI representative
 - All preparations for Board meeting 4
 - Small presents for fellow board members for the board meeting 4
 - Scenario's CM and AGM

- PRESIDENT
 - Ask for a meeting (dinner?) with the conference committee on an evening during the Board meeting
 - Invitations for president's drink (to hand out personally during CM or AGM)
 - Remember to invite to the president's drink all past ACI officers present at the conference (handout invitations personally at the AGM)
 - Presents for the conference committee (Gala evening)
 - Presents for the National Presidents of your year (Gala evening)
 - Personal gift for your Board members (Gala evening)
 - Gingko jewel for the ACI board member(s) leaving the ACI board
 - Preparation of potential honoured ACI member (certificate, power point etc)
 - Preparation/scenario Councillors meeting
 - Speech Welcome Party together with the conference team
 - Preparation/scenario AGM
 - Candle of friendship + matches
 - Plaque for the memberships trophy with name of winning country (Veerle)
 - Combined report on power point

- VICE PRESIDENT (incoming President)
 - New pins
 - Incoming President's speech AGM
 - Speech Gala

- IMMEDIATE PAST PRESIDENT

- SECRETARY
 - All paperwork in connection with the Conference
 - Computer + necessary cables for sound and power points
 - Name plates ACI Board
 - Name plates for the countries
 - Folders per country for all the papers of the AGM
 - ACI Banners and flags

- TREASURER
 - Financial report on power point (memory stick)