



SGIM Annual Meeting Site Selection Guidance

Approved by SGIM Council October 7, 2022

Currently booked meeting dates:

- Aurora, CO, Gaylord Rockies | May 10-13, 2023
- Boston, MA, Sheraton Hotel | May 15-18, 2024
- Hollywood, FL, Diplomat Beach Resort | May 14-17, 2025
- Gaylord National Harbor, MD | May 6-9, 2026

Political Considerations

It is difficult to predict the social and political environments for cities and states under consideration for meeting site selection five years out. Members expect SGIM leadership to weigh in on an increasing number of issues relating to our organizational values (e.g., reproductive rights, LGBTQ+ rights, gun violence, access to care, and physician autonomy) and to base decisions regarding meetings on those values. While health policy considerations need to be considered alongside other key dimensions, we also need to support the nearly 40% of members who live and work in states affected by these restrictive policies.

Financial Impact

SGIM has committed to limiting commercial funding and relies heavily on donations, grant support, membership fees, and meeting attendance. We also work diligently to contain operational costs and limit unnecessary expenses in order to maintain funding for our full range of programs. As such, movement from an existing contracted meeting site to a new location off-cycle may impose an exorbitant financial loss for SGIM based on current contractual standards. The estimates in cancellation penalties depend on the lead time of cancellation but range from \$270,000, two years prior to the meeting to \$550,000 less than 6 months from the meeting. Coupled with the costs to secure another facility on shortened notice, the financial impact on the SGIM operational budget would be huge and unsustainable at approximately 25% of our operating budget.

Support & Advocacy

In instances where meetings are held in states with policies contrary to SGIM values or position statements, we commit to supporting local/state advocacy efforts as part of the programming for each meeting, targeting initiatives and organizations that may have a sustained impact through connections that are made at the local level. To accomplish this, the Program Committee will be proactively developing programming early in the meeting planning to support state-level advocacy and engagement with local communities while also examining methods to mitigate our carbon footprint.

We recognize that, given the size of our organization, boycotting a state may not have a large impact at the local level but we commit to discussing site selection with other medical societies on an annual basis to better leverage our collective impact on state-level policy.

Because SGIM has a strong commitment to advocacy on national health policy issues, consideration should be given to holding the national meeting in Washington, DC, such as every 3-4 years to foster interactions with leaders of governmental agencies and other organizations.

Regional Meetings

Our regions represent a wide variety of the country's social and political spectrum, and regional meetings will need to be held in locations that the Annual Meeting may avoid for various reasons. The timeline for site selection for regional meetings is shorter – usually only 12 months ahead of the meeting date. This may allow us to more accurately predict issues within states that could be upsetting to members.

Key dimensions to guide future site selection

The best advice in the meeting industry is to (1) describe the nature of the experience SGIM wants attendees to have; (2) establish criteria for selecting an appropriate site that is consistent with the desired experience and SGIM's core values, and (3) ensure careful vetting by our site selection partners.

- Geographic rotation to facilitate equitable access to meetings
- Venue Cost – price, hotel room rate, space, food and beverage rates, wifi
- Direct flight access – number of flights that serve the city, number of layovers required to get there, and transportation options between the airport and the host hotel/center
- Available dates & condition of meeting space
- Political considerations
- Attendee experience in the city – an accessible downtown area with local restaurants and activities for attendees
- Attendee safety and security
- Prior experience with venue/location
- Avoid conflicts with other large competitor meetings (ACP, SHM, AGS, etc.)
- Transparently communicating the selection process to leadership and membership
- Environmental sustainability

Site Selection workgroup & Timeline

SGIM staff works with a site selection consultant, and a workgroup made up of 2 past National Meeting program committee chairs or their designees, the Treasurer, chair of the Board of Regional Leaders, and a member at large.

They vet properties based on the above criteria while working to maintain site selections five years in advance. The workgroup presents a proposal(s) to the Executive Committee for consideration and then to the full Council for a vote. While our goal is to book them as a group to optimize our buying power, sometimes a more rapid decision is needed based on a window of opportunity for a particular meeting venue or hotel. In this instance, we will provide as much advanced notice as possible.