

TENNESSEE ALA CHAPTER COUNCILOR

The Tennessee Library Association (TLA) maintains Chapter status with the American Library Association (ALA). Because of this status, TLA has an ALA Chapter Councilor position on the ALA Council which is the governing body of ALA.

The Tennessee ALA Chapter Councilor is:

- A member of TLA, for the full term of service
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- Elected by TLA membership for a 3-year term of service
 - Term of service begins July 1 after election and ends at the close of the third ALA Annual Conference
 - May be elected for additional terms of service
- Member of the TLA Advisory Committee

The duties/responsibilities of the Tennessee ALA Chapter Councilor are:

- Keep ALA in the minds of TLA and vice/versa.
- Attend 3 ALA Mid-Winter Meetings
 - Attend New Councilor Orientation at first Mid-Winter
- Attend 3 ALA Annual Conferences
- Review ALA Chapter Councilors: First Things First pages on the ALA website
- Represent the Tennessee Library Association as a member of the ALA Council
 - Represent TLA in all votes taken during ALA Council meetings
 - Report ALA actions/discussions to the TLA membership on a regular basis via written report, email report, or on TLA listserv
 - Attend ALA Chapter Relations Committee meetings
 - Complete State of the Chapter Report Annual Report (with input from TLA Executive Director as needed)
 - Participate in ALA Council activities/assignments
 - Attend Chapter Forums
 - Participate in ALA Council listserv
- Represent the American Library Association
 - Promote membership in ALA to TLA members
 - Present an ALA program and/or exhibit booth at the TLA Annual Conference
 - Work with TLA Conference Planning Committee to reserve a table/booth and/or conference program slot
 - Publicize TLA Chapter members activities/recognitions within ALA

TLA will subsidize travel for the Tennessee Chapter Councilor, however, it is expected that the Councilor's home library will also help cover the cost:

- TLA uses the CONUS travel rates as established by the U. S. General Services Administration (<http://www.gsa.gov>)
 - If lodging is in a “conference hotel,” i.e. at each ALA there are usually two hotels listed as conference hotels, TLA will pay the full lodging amount. If lodging is in any other hotel, even those listed as choices in the ALA conference registration information, TLA will pay only the lodging amount indicated in CONUS. Lodging receipts are required.
 - TLA pays the CONUS per diem rate which is 75% of the full day rate on the day of departure and the day of return and the full daily rate on the days in between. No receipts are required for these expenditures which cover food and incidentals.
 - TLA will pay full cost of ground transportation. Receipts are required.
 - Commercial travel receipts are required.
- TLA understands the rising cost of conference attendance and will up-front 80% of the projected reimbursable charges, should a request be made. All receipts listed above will still be required after the completion of the trip and the remaining balance will be reimbursed by TLA.
- TLA does NOT cover the individual's registration costs for the ALA Mid-Winter Meetings nor the ALA Annual Conferences.