

## **MEMBERSHIP**

The Committee consists of five members, including its Chairs(s), and all are appointed by the Vice President/President-Elect by June 1<sup>st</sup> prior to his/her taking office as President. The Vice President/President-Elect shall be an ex-officio member of this Committee.

### **Duties:**

- Assume responsibility for enlisting new members and for encouraging the continuity of membership.
- Plan membership campaigns, design membership promotion literature, and conduct publicity appropriate to its assignment.
  - Publicize availability of membership information and joining procedures on the TLA website.
- Work with the Public Relations Committee to promote membership in the Association through publicity at meetings of TLA chapters, local library clubs, and Roundtables of the Association, library section of the Tennessee Education Association, Special Libraries Association, and other organizations with library-related activities.
- Work closely with the Executive Director of the Association to:
  - Maintain TLA website membership database.
  - Assist in the development of email and postal mailing lists for groups within TLA.
- The Chair(s) shall:
  - Submit, via the TLA website, quarterly reports on activities;
  - Attend TLA Advisory Council meetings when called;
  - Attend TLA Executive Board meetings, when required, to present action items.