



## **Standing Committees**

The PLA Board established the Standing Committee system to enhance the involvement of PLA members in shaping the organization's activities. This system integrates committees as a vital part of our Policy and Procedures, ensuring their consistent contribution to the PLA through well-defined responsibilities and objectives.

Furthermore, the PLA Board has expanded participation, actively encouraging and welcoming PLA members to engage more actively in the organization.

The following are listed in alphabetical order –

### **Board Development & DEI Committee**

Size: 3-5

Eligible: Board or PLA Members

Chair: Vos

Scope & Duties: Create and maintain a pre-approved list of trainings for Board members, create and maintain a calendar of Development trainings, locate appropriate trainings on request.

Provide resources to address DEI needs of both the Board and the PLA as an organization.

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### **Policy & Procedures Committee**

Size: 5-7

Eligible: Board and/or PLA Members

Chair: Cheeki

Scope & Duties: Review policies and procedures on an ongoing basis. Propose revisions and changes to the Board for approval. Update policy & Procedure documents based on Board decisions.

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### **PR & Outreach Committee**

Size: 5-7

Eligible: Board and/or PLA Members

Chair: Forrest & Inkiest

Scope & Duties: Inform Membership and Public about all PLA Events including Social Media postings, PLA Account (Fetlife, Facebook, etc).

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### **Special Events Committee**

Size: 5-11

Eligible: Board, PLA Members, and/or Community, including at least one Volunteer Coordinator

Chair: Maeve, Ward

Volunteer Coordinator: OPEN

Scope & Duties: Plan and schedule various events throughout the year. Maintain list of annual events. Due to the nature of this committee, non-PLA Members are welcome to be involved.

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### **Technology Concierge Committee**

Size: 3-5

Eligible: Restricted to Board only, including at least one Board Officer

Chair: Ward

Officer: Ward

Scope & Duties: Create and maintain Technology/IT documentation, Tech assistance for Board, Zoom Attendant, Discord Admin/Owner, PLA Calendar.

NOTE: This Committee complements the IT services provided by outside contractors but operates separately.

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### **Workshop & Education Committee**

Size: 5-7

Eligible: Board and/or PLA Members

Chair: MizTee

Scope & Duties: Plan and schedule classes, trainings, skill shares, etc offered to PLA membership and/or general public.

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