



NJLA SECTION/ROUNDTABLES VIABILITY

In assessing sections and round tables for viability and activity of benefit to members, the criteria to be applied by the Executive Board shall include, but not be limited to the following:

1. Officers and at least 25 members
2. Section Executive Board meetings (minimum of two per year); full membership should be notified of and invited to meetings.
3. Section Executive Board communicates with the membership (section newsletter, electronically, mailings, fax, telephone, announcements in *New Jersey Library Association NEWSletter* if not time sensitive, etc.)
4. Products (either a minimum of two programs a year or specialized products or programs, e.g. such as Garden State Book Awards).
5. Orientation meeting for all sections (mandatory attendance by Section President or Vice-President).
6. Goals and statement of purpose (that fit within those of the Association developing leaders, advocacy, etc. To be restated annually.)
7. Annual review of activities to be sent to the Association Executive Board and Section membership.
8. Minutes of meetings to be kept and distributed appropriately, especially sending a copy to the NJLA archives.