Section Executive Committees
Each of the eight sections has an Executive Committee to direct its affairs. Under the LLAMA bylaws, each section determines the size of its own Executive Committee.

Composition
At a minimum, the committee must include a section chair, vice-chair, and immediate past chair. Some sections have only these three members; others have add a Secretary and/or Director(s)-at-Large. Rosters for each section Executive Committee can be found from links in the “Sections” section on the website: http://www.ala.org/llama/committees/sections

Meetings
At conferences: Section Executive Committees are free to meet at any time (or not meet) at each conference. To schedule your meeting, contact Program Officer Fred Reuland at freuland@ala.org.

Between conferences: Committees may also choose to meet between conferences, either online or by conference call. ALA Connect provides a live chat option, though committees may choose a more widely used option, like Google Hangouts. For conference calls, LLAMA provides a free service for committee use. For access instructions, committee chairs should contact staff at llama@ala.org.

Agenda and Meeting Documents
Agendas and any necessary documents are developed and/or shared by the section chair, often in consultation with the rest of the committee and section committee chairs.

ALL agendas and working documents of the committee are posted to the committee page in ALA Connect, so they can be accessed by future committee members.
Reporting

**Before** each LLAMA Board and Executive Committee meeting, the Section Representative will ask section chairs for any updates, actions or concerns that the sections want to share with the Board/Executive Committee.

**After** each conference (Annual and Midwinter), section chairs are required to submit to the office the Section/Division Committee Reporting Form that summarizes section activity for the previous six months. The form also includes an optional budget request for new projects.

**In 2016**, the due dates for Section/Division Committee Reporting Form are February 10 and July 21. See Section 11 for a copy of the form.

**Section Level Committees**

Section level committees are formed or disbanded with the approval of the section Executive Committee. These committees generally coordinate the education programs and award activities of the section.

**Composition**

Section level committees generally range from 4-15 members, depending on the charge of the committee. Committee members are appointed by the Chair-elect during the spring and summer before he/she takes office at the ALA Annual Conference.

**Meetings**

**At conferences:** LLAMA uses an all-committee meeting format in order to maximize efficiency, reduce our conference footprint, and minimize travel between hotels for committee members. There is a single all section/all-committee meeting at each conference:
- At the Midwinter Meeting: Saturday, 8:30-10:00 am
- At the Annual Conference: Saturday, 8:30-10:00 am

**Between conferences:** Committees may also choose to meet between conferences, either online or by conference call. ALA Connect provides a live chat option, though committees may choose a more widely used option, like Google Hangouts. For conference calls, LLAMA provides a free service for committee use. For access instructions, committee chairs should contact staff at llama@ala.org.
Agenda and Meeting Documents
Agendas and any necessary documents are developed and/or shared by the committee chair, often in consultation with the rest of the committee.

ALL agendas and working documents of the committee are posted to the committee page in ALA Connect, so they can be accessed by future committee members.

FY16-17 Section Level Committees
Following are the current section level committees of LLAMA. Follow the link to see committee charges and members. For member contact information, login to the ALA website.

Assessment Section Committees
- Executive Committee - Charge and Roster
- Competencies and Methods - Charge and Roster
- Marketing and Communication - Charge and Roster
- Organizational Practices - Charge and Roster
- Resources - Charge and Roster
- Services - Charge and Roster

Buildings and Equipment Section Committees
- Executive Committee - Roster
- Architecture for Public Libraries - Roster
- Buildings for College and University Libraries - Roster
- Functional Space Requirements - Roster
- Interior Design Awards - Roster
- Library Buildings Awards - Roster
- Library Interiors, Furnishings & Equipment - Roster
- Nominating - Roster
- Safety and Security of Buildings - Roster
- ACRL/LLAMA Interdivisional Committee on Building Resources - Roster

Fund Raising and Financial Development Section Committees
- Executive Committee - Roster
- Continuing Education - Roster
- Fund Fare - Roster
- Nominating - Roster
- Trends, Marketing & Project Development - Roster
Human Resources Section Committees
- Executive Committee - [Roster](#)
- Career Institute Planning - [Roster](#)
- Human Resources Management - [Roster](#)
- Leadership Skills - [Roster](#)
- Nominating - [Roster](#)
- Staff Development - [Roster](#)

Library Organization and Management Section Committees
- Executive Committee - [Roster](#)
- Financial & Administrative Services - [Roster](#)
- Nominating - [Roster](#)
- Organizational Theory and Practice - [Roster](#)
- Planning & Evaluation of Library Services - [Roster](#)
- PELS Committee Web Site

New Professionals Section Teams
- Leadership Team - [Roster](#)
- Buddy Program - [Roster](#)
- Connections - [Roster](#)
- Podcast - [Roster](#)
- Social Media - [Roster](#)
- Student Chapter Outreach - [Roster](#)
- Website - [Roster](#)

Public Relations and Marketing Section Committees
- Executive Committee - [Roster](#)
- Education and Training - [Roster](#)
- John Cotton Dana Library Public Relations Award - [Roster](#)
- Nominating - [Roster](#)
- PR Xchange - [Roster](#)

Systems and Services Section Committees
- Executive Committee - [Roster](#)
- Circulation/Access Services - [Roster](#)
- Conference Program - [Roster](#)
- Management Practices - [Roster](#)
- Nominating - [Roster](#)
- Technical Services Systems - [Roster](#)
- LLAMA/SASS RUSA/STARS Consortial Borrowing Joint Cmt - [Roster](#)