

ELECTED POSITION: PACIFIC NORTHWEST LIBRARY ASSOCIATION REPRESENTATIVE

DESCRIPTION: The PNLA Representative is elected by a majority of ballots cast by WLA membership, as declared by the Election Committee. Election is in odd-numbered years and the period of office is two years. Election shall be declared by March 30, however succession in office shall occur after the out-going officer attends the PNLA conference immediately following election in order to complete their responsibilities.

NOTE: The PNLA Representative can expect travel, conference registration and room expense reimbursement for two PNLA conferences. Expenses for attending PNLA Board meetings are reimbursed by WLA.

This position often involves a commitment of personal time and funds to participate in the activities of this association of northwest states and Canadian provinces.

RESPONSIBILITIES:	OFFICERS, INTEREST GROUPS & OTHERS INVOLVED	ACTION REQUIRED:	TIMELINES:
Act as liaison between the WLA and PNLA	WLA and PNLA Boards Presidents of both associations	Attend all WLA Board meetings and planning retreats, WLA annual conference and other meetings related to statewide planning, reporting on issues and actions of the PNLA. Attend all PNLA Board meetings, planning retreats and annual conference, reporting on the issues and actions of the WLA.	Eight to ten meetings per year WLA conference is in the spring of each year. 3 to 6 meetings per year PNLA conference is late summer
Promote membership and interest in PNLA	WLA members Conference Committee PNLA President, Editor of PNLA Quarterly Editor of ALKI WLA membership, President, Board, Washington libraries	Provide information about PNLA activities, distribute membership applications and conference information in Washington. Arrange for and staff a PNLA information booth at WLA conference. Prepare written report of Washington activities for the PNLA conference and each issue of <i>PNLA Quarterly</i> . Prepare report of PNLA activities and conference in an issue of <i>Alki</i> and report at WLA Membership meeting. Suggest names of WLA members and other Washington librarians that might serve on PNLA Board, committees or be considered for honors and/or awards.	As appropriate Annual Conference Annual Conferences. Quarterly timelines set by journal editor.
Supports WLA strategic planning process and special projects	WLA Board	Supports and assists in planning and carrying out projects as requested.	As appropriate