

Charter for Consortium of Ohio County Law Libraries
Advisory Council

- I. The Advisory Council is authorized by O.R.C. 3375.481 (F) and will serve at the pleasure of the Board of the Consortium of Ohio County Law Libraries (hereinafter "COCLL").

II. Purpose, Scope of Work and Benefit

The Advisory Council will advise the COCLL Board and management on matters that directly concern COCLL's statutory responsibilities and projects. The Advisory Council can complement the effectiveness of the COCLL Board as it works to carry out specific and complex roles. The Advisory Council shall have no legal responsibilities and is formed solely to give advice, recommendations, and feedback to the COCLL Board and management. The Advisory Council cannot compel any action on its advice, recommendations or feedback. The Advisory Council cannot bind the COCLL or speak on behalf of the organization.

III. The Advisory Council shall:

- a. Be comprised of those knowledgeable about the operation of Law Libraries
- b. Provide the COCLL Board and management with objective opinions about the COCLL
- c. Provide input, skills and knowledge toward specific projects

IV. Specific scope of work of the Advisory Council may include the following:

- a. Identifying technical assistance and marketing resources
- b. Assessing the impact of programs, projects and events
- c. Serving as non-voting members of COCLL committees
- d. Assisting with short-term events
- e. Serving as non-political advocates for the organization

Benefits as an Advisory Council Member:

- f. Give back: Opportunity to share professional expertise, insights, and experiences to develop emerging Board leaders
- g. Work with peers; Experience valuable networking opportunities
- h. Engage in strategic dialogue and participate in robust discussions that will help shape the COCLL in the future and assist in capitalizing on and responding to trends.
- i. Sharpen leadership skills; Participate in committee work and sharpen leadership skills in a supportive environment.

V. Membership

The Advisory Council shall consist of at least seven (7) members and no more than nine (9) members. Members will be selected and appointed by the COCLL Board from letters of interest submitted to the Board. Advisory Council members will constitute a cross-section of the Ohio Law Librarian community, including those working with private and academic Law

Libraries as well as with County Law Libraries. Members will be expected to volunteer for at least one project per calendar year.

VI. Organizational Structure

The Chair of the Board of the COCLL shall appoint a President of the Advisory Council. The Vice-Chair of the Board of the COCLL shall serve as an ex-officio representative to the Advisory Council.

VII. Procedural Rules

Meetings: The Advisory Council will meet as necessary either in person or via electronic or via telephonic means. Notices of meetings will be emailed to Advisory Council members at least seven (7) business days before any meeting.

Minutes: Minutes of Advisory Council meetings shall be kept and maintained in keeping with the COCLL Public Records policy. An electronic copy of a draft of the minutes shall be emailed to the members of the COCLL Board and management within two weeks after a meeting.

Recommendations and Reports: Advisory Council recommendations and reports will be submitted in writing to the COCLL Board and management. Documents will include both suggested action and justification for suggestions.

Dismissal: An Advisory Council member who is absent from three (3) successive meetings will be considered to have resigned his or her seat. Seats will be filled via V. above as needed.