

## **CAL LEGISLATIVE COMMITTEE CHARGE**

The Colorado Association of Libraries (CAL) Legislative Committee is an advisory committee to the CAL Board. The committee has authority to act only as defined below and as approved by the CAL Board.

## **RESPONSIBILITIES**

The CAL Legislative Committee exists to:

1. Annually recommend, oversee and implement a **Legislative Agenda** that defines key focus areas for legislative work with state legislators during the annual General assembly.
  - a. Work with the Colorado State Library, CAL Lobbyists, and the Legislative Committee members to develop and recommend a Legislative Agenda to the CAL Board.
  - b. Upon CAL Board approval, the committee shall
    - i. Oversee the implementation of the Legislative Agenda and educate CAL members needed to move the Legislative Agenda forward.
    - ii. Ensure that the Legislative Agenda is shared with the CAL membership.
2. **Support First Amendment Rights**
  - a. Work with CAL Lobbyists and the Intellectual Freedom Committee to support First Amendment rights as they relate to legislative issues.
  - b. Maintain ongoing communications with the CAL Intellectual Freedom Committee to ensure that the two committees are working in complimentary directions.
3. **Monitor Legislation** affecting Colorado libraries. Act as needed to insure the best interests of the CAL membership. As such, the Committee shall:
  - a. Use the CAL Lobbyists as a resource to monitor state and local legislation affecting CAL membership.
  - b. Work with the Legislative Committee members and the CAL Board to respond to legislation as needed to support the Legislative Agenda and the interests of the CAL membership.
  - c. Use the ALA-Washington Office as a resource to monitor national legislation affecting CAL membership.
4. **Oversee CAL lobbyists.**
  - a. Annually assess working relationship with lobbyists for CAL Board consideration.
  - b. Upon CAL Board request:
    - i. Create an RFP request for contracting with lobbyists to be submitted to the CAL Board approval.
    - ii. Upon approval, manage the RFP process in order to provide a recommendation to the CAL Board for next steps.
5. **Encourage Advocacy and Education** on legislative issues for all CAL members. As such, the Committee shall:
  - a. Maintain and Manage tools to support advocacy and information sharing on Legislative Issues for Library supporters.
  - b. Keep the CAL membership informed of the Legislative Committee activities by posting the agenda, minutes and updates on the CAL website.

**MEETING CONDUCT:** Meeting conduct is as set by Sturgis Parliamentary Procedure. Decisions are made by consensus when possible.

## **QUORUM AND VOTING:**

- A meeting quorum requires a minimum of six people which must include at least 1 co-chair and 3 CAL (any combination of Association, Committee, Division, or Organization) Representatives.
- Voting Members include CAL Members and those representing CAL Committees.

## **COMMITTEE MAKEUP**

The Committee is comprised of those representing CAL Divisions, Library Organizations, and those interested in the impact of legislation on Library services.

1. Legislative Committee co-Chairs
2. CAL Members interested in helping with the legislative process
3. CASL, School representative
4. CoALA, Academic representative
5. ColASL, Special Library representative
6. CoPLA, Public library representative
7. Maker Space Division
8. Trustee & Friends Division representative <- is this still live?
9. CAL President or CAL President Elect
10. Colorado State Librarian and/or representative
11. Intellectual Freedom Committee representative
12. CAL Lobbyists
13. CLiC representative
14. Colorado Libraries PAC representative
15. CALC representative

<- no longer exists?

## **COMMITTEE APPOINTMENT**

The Committee Chairs are appointed by the CAL President.

Division and Trustee representatives are appointed by their respective groups.

- Representatives will share legislative-related concerns, interests, and decisions between the groups to insure that the Legislative Committee is accurately reflecting the needs of the Membership.

## **TERMS**

Co-Chair terms are for one year. Chairs can be re-appointed.

Association, Committee, Division and Organization representatives follow their internal guidelines.

All other member term length is based on ongoing interest.

## **SUPPORT OF OUTSIDE ISSUES/AGENCIES**

Support of issues outside of the scope defined above will be handled on a case by case basis as to impact on participating members and appropriateness of the Colorado Association of Libraries to take a position.

The CAL Board will approve any position prior to announcement.

## **ADDITIONAL COMMITTEE ROLES AND REPRESENTATION**

1. A Committee Chair or the Chair's designee shall act as liaison to the CAL Board.
2. The Committee co-Chairs will designate a person to act as representative to the Colorado Municipal League on behalf of CAL and the legislative Committee (**note:** this representative does not necessarily have to be a Legislative Committee member).