### ACRL Legislative Network Representative (a.k.a. the Legislative Liaison)

### The ACRL Legislative Network Representative is responsible for disseminating to the Chapter information about legislation impacting academic and research libraries and promoting the ACRL legislative agenda. The ACRL Legislative Network Representative is appointed by the President from the current Board membership.

### Term of Office

Term of office is for two years with the option of reappointment provided continuation of Board membership.

**Officers and Committees The Legislative Liaison Supervises**

None

### Legislative Liaison's Supervising Officer

President

### Major Responsibilities

### The ACRL Legislative Network Representative is responsible for disseminating to the Chapter information about legislation impacting academic and research libraries and promoting the ACRL legislative agenda.

### Procedures Used to Accomplish Major Responsibilities

### Contact People for Accomplishing Objectives

* FACRL Past President
* FACRL President
* FACRL Vice-President/President-Elect
* FACRL Communications Manager
* ACRL Staff Liaison
* ACRL Chapter Relations Office
* [FLA Legislative Committee](http://www.flalib.org/advocacy-contacts-and-information)

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### Types of Recordkeeping

The Legislative Liaison maintains print or electronic copies of all correspondence and reports related to Legislative Advocacy. The Communication Manager works with the Board to ensure archival copies of the Chapter’s documentation is uploaded to the Wild Apricot repository when necessary.

### Correspondence and Copies

* FACRL President: Copies of everything
* FACRL President-elect: Copies of everything.
* FACRL Officers: Copies of correspondence dealing with committees under their guidance.

**Reports and Dates for Submitting Reports**

The FACRL Legislative Liaison prepares:

### Reminders and Helpful Hints

Procedures for meeting above deadlines are:

## Legislative Liaison's Timetable of Activities

### May

### June

### July

### August

### September

### October

### November

### December

### January

### February

### March

### April

### May