



## **TAG Committees Overview**

TAG Committees are constitutionally-defined groups of members in good standing working together on shared goals. Committees can only be created by TAG's President, and all members have to be in Good Standing to be appointed by the President. Committees meet regularly (at least once per quarter), and report regularly to the Executive Board and to the General Membership. Some committees are standing committees, and others may be formed to address a time-sensitive or specific issue, then dissolved once the need for that committee is resolved.

**Is every group of members a committee?** No, but any number of members may request support for their group to hold meetings and see if they can get traction. It starts with getting a few members together with an idea, then calling the Guild and asking if there is any space available for a meeting.

**While committees can research and recommend, they do not make decisions on Guild policy.** All committee recommendations must come back to the Executive Board for review. See TAG Committees Protocol document for more information.

**Committees are expected to have regularly attending and contributing members.** They should hold discussions where all members participate, and should use a system for managing meetings and discussions like Robert's Rules of Order. Having fewer than 20 members is widely held to be a best practice, with some studies showing that having seven people in a group is most effective for discussion and decision making.

**Committees need chairs to lead them.** Without a chair to run meetings, the committee will be aimless. Co-chairs are also crucial. Without a co-chair to cover times when a chair has an unexpected work or family event, the committee will have a difficult time gaining momentum. If you are forming a group and are thinking that it may lead to a committee, please keep this important concept in mind.

**Committees need a purpose.** If you are still figuring out what your group wants to do, consider joining an existing committee that may have a similar goal. Can you work together with a group or committee that already exists to achieve the same or similar goals?

**Committees and groups help keep the Animation Guild strong as an organization.** Nearly all elected Guild leadership have full-time jobs; Committees can help by diving deeper into issues, and bringing knowledge and recommendations back to the Executive Board. Participating in or leading a committee is a valuable way to grow and learn, plus you will make connections and build leadership skills that may help you in your career!



## **TAG Committees vs. Groups - Fast Facts!**

<b>Committees</b>	<b>Groups</b>
Formal	Informal
Formed by TAG's President, and all members are appointed by the President, with the approval of the Executive Board.	Any member can start a group. As your group begins to gain traction, the Guild may be able to provide support.
Size: More than three individuals and probably fewer than 20 members to be most effective.	Groups don't have any size requirements. Decide what works for you and the needs of the group.
Meet regularly, at least once per quarter.	Meet as needed, not on any particular schedule.
Must be made up of members in Good Standing.	Can be made up of members and other constituents in various statuses.
Has defined leadership, including a chair and co-chair(s), appointed by the President.	Loose in structure; may or may not have leadership roles defined.
Report to the Executive Board regularly, and report to the General Membership at meetings when requested.	May report or announce what they are doing at membership meetings, but there's no formal requirement.
Use a system like Robert's Rules of Order to manage meetings and voting.	May hold discussions in any way they choose.
Made up of members who regularly attend meetings and participate.	May have participants that just "check-in" periodically or range in levels of participation.
Per the Constitution, TAG's President and Business Representative are members of all committees.	Groups may choose their members. The Guild strongly recommends a policy of openness and inclusion.
Provide valuable research, expertise, and insight to assist the Executive Board.	A way for members to work together collectively on shared goals, for any reason!
Provide an additional way to strengthen our TAG community.	Provide an additional way to strengthen our TAG community.