

LJA Annual Meeting Planning Committee

Charges and Responsibilities | 2026 - 2027

The Annual Meeting Planning Committee is charged with the following responsibilities:

1. **Develop and finalize a program** that aligns with member needs while ensuring that the agenda is published on a timeline that supports attendee travel approvals.
2. **Identify, recruit, and secure engaging and relevant presenters.** Work collaboratively with the board, staff, and stakeholders to identify speakers and topics that support the Association's mission and provide high-quality, valuable content for Annual Meeting attendees.
3. **Recruit and secure relevant sponsorships** that financially support the Annual Meeting and advance the Association's mission, while ensuring sponsor engagement aligns with member value and event goals.