
**BUSINESS LAW SECTION
OF THE
PHILADELPHIA BAR ASSOCIATION**

ADVISORY BOARD CHARTER

1. Advisory Board Charter

This constitutes the Charter of the Advisory Board of the Business Law Section (the “BLS”) of the Philadelphia Bar Association, which shall serve at the pleasure of the Executive Committee of the BLS (the “Executive Committee”).

2. Mission of the Advisory Board

As stated in the By-Laws of the BLS, the purpose of the BLS shall be to promote the objectives of the Philadelphia Bar Association within the field of business law, to advance the development of the law and the education of the Philadelphia bar within that field, and to simplify and improve the application of justice in this field, all in conformity with the Charter and By-Laws of the Philadelphia Bar Association.

The mission of the Advisory Board of the BLS (the “Board” or the “Advisory Board”) is to provide advice and certain other assistance to the BLS in achieving its goals and objectives. The Advisory Board will also serve as a resource for the Executive Committee for information regarding past programs, activities and policies of the BLS.

3. Membership of the Advisory Board

a) Membership; Qualifications.

Past Chairpersons who no longer serve in an ex officio or honorary capacity on the Executive Committee under Article IV of the By-laws of the BLS are eligible to serve on the Advisory Board. Each past Chairperson who desires to serve on the Advisory Board must make a commitment to the Executive Committee to take an active interest in and keep informed regarding the affairs and activities of the BLS during his/her term and to serve on the Advisory Board in an active manner.

b) Election; Term.

Members of the Board will be elected on an annual basis by the Executive Committee. The term of office of each member shall be one year.

c) Removal.

Members of the Board may be removed at any time, with or without cause, by the Executive Committee.

4. **Chairperson**

The Executive Committee will annually appoint a member of the Advisory Board to serve as Chairperson of the Board for a one year term. The Executive Committee may also annually appoint one or more members of the Advisory Board to serve as Vice Chairperson(s) for one year terms.

5. **Regular Meetings**

- a) Regular meetings of the Board shall be held twice a year on a semi-annual basis, at such place or places, on such dates, and at such times as shall have been established by the Board and publicized among all members. One of the regular meetings may, at the request of the Chairperson of the Advisory Board or the Chairperson of the Executive Committee, be held as a joint meeting with the Executive Committee.
- b) Members of the Board may participate in meetings of the Board by means of audio or video conferencing equipment or other communications equipment by which all persons participating in the meeting can hear each other.
- c) The Chairperson of the Advisory Board shall provide to the Executive Committee minutes of each meeting of the Advisory Board.

6. **Special Meetings**

Special meetings of the Advisory Board may be called at the request of the Chairperson of the Executive Committee or by the Chairperson of the Advisory Board.

7. **Duties and Activities of the Advisory Board**

Subject to the direction of the Executive Committee, the Board will:

- a) discuss, on an annual basis, the mission of the BLS, and on an on-going basis, keep informed as to the BLS's plans, objectives, policies and programs;
- b) suggest, as appropriate, modifications or additions to the BLS's mission, plans, objectives, policies and programs for consideration by the Executive Committee;
- c) provide information and/or advice to the Executive Committee regarding emerging trends and forces that may impact the fulfillment by the BLS of its mission;
- d) seek to increase the visibility of the BLS generally, and, in particular, to increase awareness of the mission, work and activities of the BLS:

- with potential members
 - within the Philadelphia Bar Association generally, including within the Association's various divisions, sections and committees; and
 - with the media; and
- e) review the Advisory Board Charter on an annual basis and, as appropriate, suggest modifications thereto for consideration by the Executive Committee.

8. Expenses

The members of the Advisory Board shall be reimbursed for expenses incurred in connection with the performance of their duties hereunder only to the extent that any such expense shall have been approved in advance by the Chairperson of the Executive Committee or by any other officer of the Executive Committee designated by the Chairperson for such purpose.

9. Information from the BLS

The Executive Committee will promptly provide or cause to be provided to the Chairperson of the Advisory Board copies of minutes of the meetings of the Executive Committee and will take such other action as may be necessary or appropriate to keep the members of the Advisory Board reasonably informed as to the activities and plans of the BLS and significant issues encountered by the BLS. Members of the Board are expected to review all such material on an ongoing basis, and to review relevant material posted on the website maintained by the BLS.