



## **PLAYCON COMMITTEE CHARTER**

### **MISSION STATEMENT**

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The primary purpose of the PlayCon Committee (the “Committee”) is to assist the Board of Directors (the “Board”) of the Association by fostering the development of an annual industry event that recognizes and celebrates the toy and youth product industry, providing educational and motivational program content geared toward personal and professional growth for industry representatives from large and small companies, and supporting networking and social activities that provide opportunities to develop strong and lasting relationships in the industry.

### **KEY OBJECTIVES AND RESPONSIBILITIES**

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- Provide guidance and support on the overall planning and execution of the conference.
- Provide perspective on relevant issues, trends and challenges facing the toy and youth product industry.
- Provide guidance and advice on program development including contributing topic outlines and speaker recommendations.
- Provide guidance and advice on venue selection and conference activities.
- Assist with promoting PlayCon to relevant industry representatives through word-of-mouth and email promotions created by Association staff.
- Serve as ambassadors to PlayCon on site at the conference to create a congenial, open atmosphere where size of company is not the defining measure of importance.

The Committee shall also perform any other activities consistent with the By-Laws of the Association and other governing laws, or as the Board or the Committee shall deem appropriate.

### **SELECTION AND TERM OF COMMITTEE CHAIRPERSON AND BOARD LIAISON**

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The Chairperson of the Committee shall be selected by the Association’s Chairman. If the Committee Chairperson is not a member of the Association’s Board, then the Chairman of the Association shall also select a member of the Association’s Board to act as liaison between the Committee and the Board. The Committee Chairperson can serve a maximum of two (2) consecutive one-year terms. There is no limit on the length of service for a Board liaison.

## NUMBER, TERM AND QUALIFICATIONS OF COMMITTEE MEMBERS

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Committee members shall be appointed by and serve at the discretion of the Committee Chairperson with consideration given to balancing the need for a certain level of continuity of service on the Committee, limits on the length of service by a member, and to achieving balanced representation from various segments of the industry and categories of products. The Committee Chairperson may appoint a Vice-Chairperson if such a position is determined to be necessary. The Committee shall consist of between six (6) and twelve (12) regular members including the Committee's Chairperson and Vice-Chairperson, if applicable.

Members of the Committee must have a history of participation in one or more PlayCon (or its predecessor, ToyCon) events, and the ability and willingness to invest the necessary time for attendance at meetings and participation in teleconferences, meetings and requests for input.

All regular TIA members shall be eligible to name a representative from their company as a "corresponding" member of the TOTY Committee for the purpose of receiving all communications relating to the Committee's deliberations and having an opportunity to communicate the positions and interests of their company to the Committee. These representatives will not have voting rights but may attend meetings of the Committee.

## SUBCOMMITTEES AND ADVISORY COUNCILS

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When necessary, the Committee Chairperson may appoint additional subcommittees or advisory councils for the purpose of focusing on a specific program objective or project. The Committee Chairperson shall appoint a chair (who must be a member of the Committee) of any subcommittees and advisory councils and shall approve the members of all subcommittees and advisory councils. Members of a subcommittee must be regular members of the Association. Members of an advisory council may include regular or associate members and non-members of the Association.

## CONDUCT OF COMMITTEE BUSINESS

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The Committee Chairperson shall preside over meetings of the Committee. It is the responsibility of the Chairperson to set committee meetings. A minimum of half of the members of the Committee shall constitute a quorum for doing business. All actions of the Committee shall be taken by a majority vote of the members of the Committee present at the meeting, provided a quorum is present.

The Committee shall report to the Board. The Board liaison, if applicable, shall determine the extent of his/her involvement in the regular activities of the Committee. The Board liaison's primary responsibility will be to maintain communications with the Committee Chairperson and to report to the Board as necessary.