



## 2024 STANDING RULES COMMUNITY RELATIONS/PRO BONO COMMITTEE PALMETTO PARALEGAL ASSOCIATION

### PPA BYLAWS – As Amended July 2023

**Section 12.6.** Community Relations/Pro Bono Committee. This Committee shall be responsible for developing relationships with charitable or community service organizations. Specifically, this shall include: (1) identifying appropriate community service related organizations and coordinating the Association's involvement/contribution; (2) preparing and distributing press releases to various media, and providing same to the Newsletter Committee; and (3) coordinating, providing and promoting Pro Bono activities in which volunteers can assist lawyers and/or other legal service providers and promote the legal profession in the Columbia area.

- 1.0 MISSION STATEMENT. To coordinate, provide and promote Pro Bono/Community Relations activities in which volunteers of the Palmetto Paralegal Association can assist lawyers in providing legal services or promoting the legal profession in the Columbia area. To identify, adopt and execute community outreach activities to support goodwill throughout the community.
- 2.0 The Chairperson will attend all meetings of the executive Board of the Palmetto Paralegal Association and report to the Board members the activities of the Committee. Should the Chairperson not be able to attend, the Chairperson shall ensure that a report on the Committee is provided to the Board.
- 3.0 The Chairperson shall be responsible for preparing the Standing Rules or Submission to the Board of the Association
- 4.0 Chairperson will maintain a file with the current copy of the Standing Rules, the Association's By-laws, and Policy Manual. This file shall be passed to the subsequent Chairperson.
- 5.0 The Committee would aspire that each Committee member contribute 20 hours of Pro Bono work during each of the Committee member's year(s) of service.
- 6.0 The Committee shall meet when necessary.
- 7.0 The Committee will accept any amount of time, if only a small amount, given to the Committee for assistance.
- 8.0 The Committee shall work closely with the local and state Bar Associations to cultivate a mutually beneficial Association.