

Law Library Association of Maryland (LLAM)

Executive Board - Meeting Agenda

Friday, November 16, 2016, 12:30 p.m.

National Agricultural Library, 10301 Baltimore Ave., Beltsville, MD 20705

Attendees:

Board Members: C.J. Pipins (President), Julia Viets (V.P.), Sophie Le (Secretary), Elizabeth Lukes (Board Member)

Committee Chairs: Pat Behles (Membership), Julia Viets (Programs), Steve Anderson, Kate Martin, Jason Hawkins (Technology/Communications)

1. **Treasurer's Report** (Thea) – see attached.
2. **Committee Reports:**
 - **Archives** – no updates
 - **Programs** (Julia)
 - LLAM Holiday Party – Game Night Theme
 - One sponsor gift for raffle so far, more to come
 - Venue: Ober Kaler 100 Light Street
 - There was a discussion on raffle v. silent auction
 - Tickets are \$24/second person is half price
 - Cost should be about \$700 for event, (\$400 for food, \$200 for beverages, \$100 for misc.)
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 - **Membership** - Pat Behles – we have 76 paid members
 - **Technology/Communications** (Jason Hawkins)
 - No official report but open to ideas for the future. Jenny has offered to help w/google pay/paypal.
 - **Placement** – statistics look great (attached)
 - **Grants**
 - Nothing until spring
 - **Bylaws/Guidelines** (CJ) – no updates
 - **Government/Vendor Relations**
 - No updates
3. **New Business**
 - Maryland Access to Justice Commission
 - a. LLAM sent a letter of support for grants. No updates beyond that.
 - UELMA & MLA Library Day
 - a. MLA is 2/14 – the board will discuss and approve the breakfast as the date approaches.
 - Incorporating LLAM
 - a. We are currently incorporated and have been since 1988.
 - b. We need to change resident agent info
4. CJ moved to adjourn and Elizabeth seconded.

LLAM Accounting Update #2 - FY 2016-2017

Checking Account

Balance as of September 9, 2016: \$ 5,830.54

Deposits & Credits

9/28/2016	membership checks	\$	50.00
11/2/2016	Membership checks	\$	50.00

Total Deposits & Credits for September 9, 2016 - November 14, 2016: \$ 100.00

Checks & Debits

9/16/2016	Check #696 Julia Viets reimbursement for poster	\$	94.00
10/11/2016	Debit card payment for Wordpress renewal	\$	99.00
10/12/2016	Check #697 AALL Chapter Liability Insurance	\$	70.00

Total Checks & Debits for June 1, 2016 - September 9, 2016: \$ 263.00

Available Balance in LLAM Checking Account as of November 14, 2016: \$ 5,667.54

Savings Account

Balance as of October 31, 2016: \$ 3,194.16
(Earns .1% interest)

	<i>Placement Statistics 2015</i>
January	6
February	5
March	5
April	3
May	4
June	15
July	27
August	29
September	39
October	53
November	53
December	35
TOTAL	274
	<i>Placement Statistics 2016</i>
January	29
February	38
March	41
April	51
May	50
June	50
July	40
August	42
September	36
October	41
November	
December	
TOTAL	