

LLAM Board Meeting Minutes

April 30, 2014

Location: Venable LLP 750 E. Pratt Street, Baltimore MD

Attendees:

Board Members: Tonya Baroudi, Kate Martin, Bijal Shah, Mark Desierto, James Durham , Sara Thomas (*via phone*)

Committee Chairs: Katherine Baer

Meeting was called to order at 11:15 am. Agenda attached.

Minutes for the previous meeting were approved by email.

1. **Treasurer's Report** (B. Shah)

Bijal discussed the current accounting update

- Most all LRI bills are now paid. We have a balance of approximately \$2,200
- These are things that will need to be paid. Based on our current balance once all of these are paid, our checking account will fall below the threshold required by bank so we will have to start paying \$12 per month when that happens.
 - AALL grant will be paid to Catherine McGuire
 - \$1,100 for Spring Fling venue is coming due
 - Cost of incoming President to attend AALL
 - Kate said money will be coming in from Spring Fling RSVPs and the AALL reimbursement for the LRI.

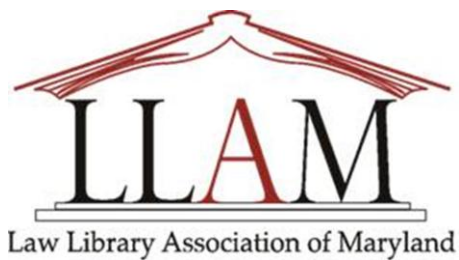
2. **Committee Reports:**

- ***Archives*** (K. Baer)
 - She still needs to go to the archives at UMD and is coordinating this with Susan Herrick.
- ***Programs*** (K. Martin)
 - April meeting and program is today at Venable – 45 Sites.
 - May program is 5/16 the Spring Fling at Baltimore Museum of Art (Gertrude's Restaurant). Cost is \$25 per person. She expects about 20 people to attend.
 - Operation Paperback is a part of the Spring Fling. We will accept monetary donations as well as books; those donations can help with the cost of postage.
 - Tonya volunteered to process the donated books
- ***Membership*** (T. Baroudi on behalf of Pat Behles who was unable to attend)
 - The new member directory has been posted.
- ***Communications*** (S. Thomas)
 - Mary Jo will be helping Sara on the communications committee; need help with developing and writing content in newsletter and blog

3. **New Business** (T. Baroudi)

- LLAM Elections – Tonya asked why we have uncontested elections. It was agreed that it's because we don't have enough people volunteering.
 - 49 people voted in this election. Sara will send out results as soon as possible
 - Tonya proposes we start elections earlier; everyone agrees that is a good idea
 - The only rule is that we have to do it at least 30 days before the Spring Fling
- AALL VIP Program
 - We have the option to send a non-librarian to AALL conference and AALL will pay for registration (we have to pay for transportation)
 - It was agreed that it's probably too expensive for this year because of the distance to the venue (San Antonio) but we should take advantage of this when the conference is on the east coast (Philadelphia next year so we will plan for that)
- AALL Leadership and Training Summit
 - Program for chapter leaders that is the Friday before the conference begins
 - James and Kate are attending this year
 - Tonya reported that last year the program focused on planning, budget issues, membership and attendance

End time 11:45 am



Law Library Association of Maryland

<http://llamonline.org/>

2013-2014 Board of Directors

Tonya Baroudi

President

Kate Martin

Vice President

Mary Jo Lazun

Immediate Past President

Sara Thomas

Secretary

Bijal Shah

Treasurer

Mark Desierto

Board Member

James Durham

Board Member

AGENDA

LLAM Board and Committee Chair Meeting

April 30, 2014 @ 11:00 a.m.

Venable, LLP

750 E. Pratt Street

Suite 900

Baltimore, Maryland 21202

Approved minutes from last Board Meeting

Treasurer's Report

Committee Reports

Old Business

LLAM Committee co-chairs

Operation Paperback

New Business

LLAM election

AALL Annual Meeting Chapter VIP Program

AALL Summit and Leadership Training

LLAM Accounting Update #5 - FY 2013-2014

Checking Account

Balance as of March 31, 2014: \$ 5,678.50

Deposits & Credits

Total Deposits & Credits for March 31, 2014 - April 30, 2014: \$ -

Checks & Debits

4/3/2014	Check #660 - UB School of Law - Water bottles for LRI	\$ 9.96
4/3/2014	Check #661 - UB - AV equipment use & tech support for LRI	\$ 1,532.00
4/3/2014	Check #662 - Judy Meadows (LRI speaker) - Reimbursement for LRI expenses	\$ 1,307.45
4/3/2014	Check #663 - Montgomery County Circuit Court - Reimbursement for purchase of registration materials for LRI	\$ 84.90
4/22/2014	Check #664 - Catherine McGuire - Recipient of LLAM grant for AALL	\$ 500.00
4/22/2014	Check #665 - Pat Behles - Reimbursement for purchase of additional lunches for LRI	\$ 28.14

Total Checks & Debits for March 31, 2014 - April 30, 2014: \$ 3,462.45

Available Balance in LLAM Checking Account as of April 30, 2014: \$ 2,216.05

Savings Account

Balance as of March 31, 2014: \$ 3,185.90

(Earns .1% interest)