

LLAM Board Meeting Minutes January 20, 2015

Attendees:

Board Members: Kate Martin, C.J. Pipins, Camilla Tubbs, James Durham, Mark Desierto, Tonya Baroudi

Committee Chairs: Sara Thomas (communications), Mary Jo Lazun (Government/Vendor)

Meeting was called to order at 3:04 pm. Agenda Attached.

I. Welcome and thanks for attending: K. Martin

II. Treasurer's Report (attached)

III. Vice President's Report: J. Durham

- a. The next LLAM event is scheduled for noon January 22 at The University of Baltimore Law School.
- b. We are waiting to finalize the government documents event in February until we get details from the GPO.
- c. March 18th at noon Steve Anderson will be speaking about copyright issues at Venable.
- d. Saturday, April 25, 2015, All Day: LLAM Service Project with "Rebuilding Together Baltimore" Contact Sara Thomas for more information on participating.
- e. May 2, 2015 will be the LLAM Spring Fling at the Homewood House Museum on the Johns Hopkins University Campus in Baltimore.

IV. Nominations and Placement Report: T. Baroudi

- a. **Nominations** - The nominations committee is in the process of finalizing this year's slate of candidates. We probably don't have enough people willing to run for the open positions to have contested elections this year, but it is a possibility for the future. The information will be ready to distribute to the membership soon.
- b. **Placement** - Julia has finished the brochure and it should be posted to the website.

V. UELMA Report: MJ Lazun - The office of delegate Cathleen M. Vitale contacted us about sponsoring UELMA. She has a draft and is looking for other sponsors. This is particularly important because she has recently been appointed to the circuit court and may not finish the legislative session.

VI. Old Business

- a. Access to Justice Regional Committee - Kate went to the conference and serves as the LLAM representative.
- b. Other organization representatives?
 - i. Maryland State Bar Association - we should see where we would fit in to their committee structure and explore the possibility of LLAM representation.
 - ii. MLA - We are represented in MLA.

- c. Reminder: Communications and Technology responsibilities
 - a. Anytime there is an official document you would like uploaded to the website (without sending a message to the membership), send your request to Jenny Rensler jrensler@law.umaryland.edu and Joe Neumann jneumann@law.umaryland.edu, the Technology Committee co-chairs. Examples of this include: the minutes, the newsletter after it's been sent out, the membership directory, etc.
 - b. Anytime you have an official post, announcement, event or something that you would like sent out as a message to the membership, send your posting to LLAMNewsMD@gmail.com (the email box of the Communications Committee co-chairs Sara Thomas and Rachel Englander). Examples include: event announcements, blog posts, membership renewals, etc. This means that you only have to send a single posting to llamnewsmd@gmail.com and your notice will end up at all the appropriate LLAM places: out to the membership, on the blog, posted to the website schedule or announcement lists -- wherever it needs to go.

VII. New Business – Kate is currently working on the application for the AALL Chapter Program award for the LLAM 2014 LRI.

VIII. Adjournment – C.J. moved to adjourn and James seconded at 3:22 pm.

LLAM Accounting Update #3 - FY 2014-2015

Checking Account

Balance as of October 28, 2014: \$ 8,103.92

Deposits & Credits

1/17/2015	Memberships (Checks & cash)	\$ 40.00
1/19/2015	Memberships (Transfer from PayPal)	\$ 172.98
1/17/2015	Silent auction payments	\$ 291.00
1/17/2015	Holiday party attendee fees (Checks & cash)	\$ 300.00
1/19/2015	Holiday party attendee fees (Transfer from PayPal)	\$ 457.59

Total Deposits & Credits for October 28, 2014 - January 20, 2015: \$ 1,261.57

Checks & Debits

11/13/2014	Check # 670 - Le Soleil Catering, LLC - Deposit for holiday party	\$ 808.25
12/19/2014	*Check #672 - Le Soleil Catering, LLC - Balance for holiday party + gratuity	\$ 1,148.25

*Check #671 is unused at the moment

Total Checks & Debits for October 28, 2014 - January 20, 2015: \$ 1,956.50

Available Balance in LLAM Checking Account as of January 20, 2015: \$ 7,408.99

Savings Account

Balance as of December 31, 2014: \$ 3,188.31
(Earns .1% interest)

LLAM Board Teleconference Meeting

January 20, 2015 3:00 P.M.

- I. Welcome and thanks for attending: K. Martin
- II. Treasurer's Report
- III. Vice President's Report: J. Durham
- IV. Nominations and Placement Report: T. Baroudi
- V. UELMA Report: MJ Lazun
- VI. Old Business
 - a. Access to Justice Regional Committee
 - b. Other organization representatives?
 - c. Reminder: Communications and Technology responsibilities
- VII. New Business
- VIII. Adjournment