

## **LLAM Board Meeting Minutes** **August 22, 2015**

**Location:** Home of James Durham, LLAM President.

**Attendees:**

*Board Members:* C.J. Pipins, Camilla Tubbs, James Durham, Pat Behles

*Committee Chairs:* Joanne Colvin (Grants), Joan Bellistri (Government/Vendor), Sara Witman (Membership), Vickie Yiannoulou (Placement)

Pat Behles moved to open the meeting and C.J. Pipins seconded. The meeting was called to order at 1:19 pm. Agenda Attached.

**I. Welcome and introductions**

**II. Treasurer's Report and Secretary's Report: C.J. Pipins**

- a. Final Accounting update from last fiscal year and the first update from this fiscal year (attached)
- b. It has been suggested that the elections should be earlier in the year to give the new officers time to plan to attend the AALL Leadership training prior to the AALL Annual Meeting and apply for available scholarship opportunities. The nominations committee will now be formed in January, and the nominees will be announced in February. The election will take place in March leaving plenty of time for the winners to apply for grants and scholarships with deadlines in April.
- c. We discussed the amount of money an AALL chapter should hold. We should be vigilant in monitoring LLAM's assets, but not overly cautious about spending.

**III. Programming Committee Report: Camilla Tubbs**

- a. Scott Stevens from the Baltimore County Law Library has volunteered to do a presentation on finding obscure and "hidden" laws. This will probably be the October program.
- b. Jason Hawkins will present on International Arbitration in November
- c. The holiday party will be in Annapolis this year. We are planning to hold it at Crush Kitchen and Winehouse on December 11<sup>th</sup>. If we have 35 people attend it will be just under \$2000. The likely charge for this year's holiday party will be \$25.
- d. January and February we will have presentations by authors of Maryland Legal treatises. Judge Friedman, Cindy Callahan, Lynn McLain, and Judge Lynne A. Battaglia are possible speakers.
- e. March 11 will be the LLAM service project at the Maryland Food Bank.
- f. April 8 is the Legal Research Institute. Tentative program attached. We should send out save the date notices soon. Also, we should include law firm administrators
- g. May is the Spring Fling. We are investigating the Babe Ruth birthplace and museum followed by an Orioles game. A survey about the spring fling is forthcoming.

**IV. Communications / Technology Report: Camilla Tubbs**

- a. The technology committee is updating the website. Pat pointed out some problems with what page on the website comes up when you search for the LLAM website. Also,

some concerns were raised about the inability of wordpress to make use of our new logo and the colors available for our website.

- b. The Newsletter will now be something that goes out on the website. It will be on the front page of the LLAM site. Chi Song is going to be a regular blogger.

**V. Government & Vendor Relations Report: Joanie Bellistri**

- a. UELMA didn't make it. We have discovered from Emily Feltren that in most states where UELMA has passed the legislature is in session year-round. Joanie will consult her contacts to investigate what we need to do to get UELMA past the committee stage. The committee will be putting together a list of all the LLAM members and their corresponding senators and delegates. Then we can do more targeted contacting of the members of the legislature. We will have a Maryland Legislative Day again this year, and LLAM will sponsor breakfast.

**VI. Membership Committee Report: Pat Behles & Sara Witman**

- a. We have 54 paid members and 24 who haven't yet paid but are expected to soon. We have 3 brand new members. We have to pay AALL our insurance based on membership by October 1. James is investigating whether this insurance covers serving alcohol at our events.

**VII. Archives & Grants Committee Reports: Joanne Colvin**

- a. No updates

**VIII. Placement Committee Report: Vickie Yiannoulou**

- a. Posting statistics are available (attached). The committee welcomes feedback about the quality and quantity of the job postings.

**IX. Bylaws/Procedures Special Committee: James Durham (for Kate Martin; also no report from the nominations committee)**

- a. At the end of last year, Kate appointed a special committee to update, change, and clarify some of the bylaws and procedures. The committee is made up of Kate, James, and Tonya, with Mary Jo acting in an advisory capacity. The bylaws need to be brought in compliance with AALL bylaws. The committee descriptions are going to be updated, as are procedures. The goal is to finish this project by late fall.

**X. Suggestions for future topics**

- a. C.J. asked about the original purpose of the LRI, and educating non-law librarians and paralegals about researching the law. It was suggested that we should renew our outreach efforts and try to provide this kind of program to that same audience as well. Perhaps even arrange for CLE credits to be available for attendance.

**XI. Thank you / Close of Meeting**

- a. Camilla moved to adjourn and C.J. seconded.

## **Board Meeting Agenda**

### **Law Library Association of Maryland (LLAM)**

*Saturday, August 22, 2015*

*1:00 – 3:00 p.m.*

- I. Welcome and Introductions
- II. Treasurer's Report (for Thea Warner) & Secretary's Report – *C. J. Pipins*
- III. Programming Committee Report (including discussion of the 2016 Legal Research Institute)  
– *Camilla Tubbs & C.J. Pipins*
- IV. Communications / Technology Committee Report – *Camilla Tubbs*
- V. Government & Vendor Relations Committee Report – *Joan Bellistri*
- VI. Membership Committee Report – *Pat Behles & Sara Witman*
- VII. Archives Committee Report (for Julia Viets & Joe Neumann) & Grants Committee Report –  
*Joanne Colvin*
- VIII. Placement Committee Report – *Vickie Yiannoulou*
- IX. Bylaws / Procedures Special Committee – *James Durham* (for Kate Martin; also, no report  
will be provided by the Nominations Committee)
- X. Suggestions for Future Topics
- XI. Thank you / Close of Meeting

## LLAM Accounting Update #6 (Final) - FY 2014-2015

### Checking Account

**Balance as of April 30, 2015:** \$ **6,618.03**

#### Deposits & Credits

6/10/2015*	funds transfer from Paypal - Spring Fling payments	\$	148.75
6/13/2015*	Spring Fling checks	\$	48.00
9/8/2015*	Funds transfer from PayPal - Spring Fling payments	\$	34.35

**Total Deposits & Credits for April 30, 2015 - May 31, 2015:** \$ **231.10**

#### Checks & Debits

5/5/2015	Check #674 - James Durham - Reimbursement for AALL registration	\$	599.00
5/5/2015	Check #675 - Julia Viets - Reimbursement for purchase of archives supplies	\$	121.88
5/21/2015	Check #676 - Rick Bartow - LLAM logo design	\$	300.00

**Total Checks & Debits for April 30, 2015 - May 31, 2015:** \$ **1,020.88**

**Available Balance in LLAM Checking Account as of May 31, 2015:** \$ **5,828.25**

### Savings Account

**Balance as of May 31, 2015:** \$ **3,189.63**

(Earns .1% interest)

\*Even though the deposits were made in the new fiscal year, they were included in last fiscal year's financial activity since the funds were received at the end of last fiscal year.

## LLAM Accounting Update #1 - FY 2015-2016

### Checking Account

**Balance as of June 15, 2015:** \$ **5,793.90**

### Deposits & Credits

7/8/2015	Membership checks	\$	70.00
7/17/2015	Membership checks	\$	120.00
7/27/2015	Funds transfer from PayPal - Membership dues	\$	794.37
8/14/2015	Funds transfer from PayPal - Membership dues	\$	23.97
8/17/2015	Funds transfer from PayPal - Membership dues	\$	48.25
8/19/2015	Funds transfer from PayPal - Membership dues	\$	96.49

**Total Deposits & Credits for June 15, 2015 - August 19, 2015:** \$ **1,153.08**

### Checks & Debits

7/21/2015	new bank stamp	\$	44.12
8/14/2015	Check #679 - Target Marketing for table cover	\$	417.86
8/14/2015	Check #680 - Venable LLP - reimbursement for shipping of table cover	\$	11.14

**Total Checks & Debits for June 15, 2015 - August 19, 2015:** \$ **473.12**

**Available Balance in LLAM Checking Account as of August 19, 2015:** \$ **6,473.86**

### Savings Account

**Balance as of July 31, 2015:** \$ **3,190.16**

(Earns .1% interest)

## Cybersecurity Symposium.

- 9:30-10:30 AM Opening keynote: Cybersecurity 101
- 10:30-10:45 break
- 10:45- 11:45: Concurrent Programs:
  - Morning Program A: Maintaining Cybersecurity in Higher Education
    - Program Description: The University of Maryland Baltimore experiences roughly 15 million hacking attempts per day. While social security and bank account numbers are always at risk, the University is also vulnerable to losing valuable intellectual property such as patents awarded to professors and students, as well as personal information of students, faculty and staff. This program will discuss how UMB Stakeholders preserve cybersecurity while maintaining an accessible, interactive learning environment.
  - Morning Program B: Morning Program B: Security in Government Information
    - Program Description: Federal and State government information is in the bullseye of hackers. Learn about the safeguards technology officers are establishing to protect the integrity and authenticity of materials maintained online.
- Noon-1: Lunch
- 1-2PM: Concurrent Programs:
  - Afternoon Program A: National Security, Electronic Surveillance and the Fourth Amendment.
    - Program description: As a result of massive leaks of top secret information by contractor employee Edward Snowden, a massive amount of previously secret information has been made public which shows that the federal government, either without judicial warrants or with warrant, gathered information from its citizens not premised on the traditional probable cause standards. This program will discuss whether massive data collection practices by the government can be sustained under the Fourth Amendment and what implications this may have for libraries. There will also be a discussion of current legislative efforts that may be detrimental to the privacy of library users.
  - Afternoon Program B: How to protect your social network data
    - Program description: Your data is telling a story about you. Maybe the story's a good one: you vote at every election, you pay your bills on time, you do your job well and get to work on time each day. But there are now so many data brokers -- buyers and sellers of data -- that databases may be defaming you without you even knowing it. In this program, Professor Frank Pasquale will discuss how social media sites such as Facebook, LinkedIn, and others may be used to gather information, and how that information is used. Chris Phillips will then discuss how you can protect your social media profile.
- 2-2:15 PM break
- 2:30-3:30 PM: Closing Keynote: Why Online Privacy Matters
- 3:30 – 5:00: LLAM Reception and tour at Westminster

	<i>Placement Statistics 2014</i>
January	2
February	5
March	2
April	3
May	8
June	7
July	3
August	2
September	1
October	6
November	1
December	1
<b>TOTAL</b>	<b>41</b>
	<i>Placement Statistics 2015</i>
January	6
February	5
March	5
April	3
May	4
June	15
July	27
August	17
September	
October	
November	
December	
<b>TOTAL</b>	