

LLAM Board Meeting Minutes November 13, 2018

Location: University of Baltimore Law Library & Virtual

Attendees:

Board Members - Jason Hawkins, Simon Canick, Elizabeth Simmons, Jim Gernert, Julia Viets

Committee Chairs - Joan Bellistri, Pat Behles

1. Welcome / Introductions / Meeting called to order (J. Hawkins):

1:10 p.m. Agenda attached.

2. Reports:

Secretary (E. Simmons): Reviewed the minutes of the last meeting and made minor corrections. These were voted on (as updated), approved unanimously and will be finalized and posted online.

Treasurer (C. Song): The FY 2018-2019 Financial Report #4 (as of November 12, 2018) was reviewed and accepted. See attached.

3. Committee Reports:

J. Hawkins reported that there was nothing of significance. The latest monthly placement statistics are attached.

4. Old/New Business

- a. Holiday Party - J. Hawkins provided additional details on our dates, venue, costs, sponsorship and charity selected for the silent auction:
 1. Dates (in order of preference): Thursday, December 6th, 20th or 13th to coincide with the annual Midnight Madness event in downtown Annapolis. It was noted that the University of Baltimore's holiday party would conflict if we held it on the 13th.
 2. Venue: Luna Blu, 36 West Street Annapolis, MD 21401 (<http://www.lunablufannapolis.com/>)
 3. Cost (based on a quote for the 6th): The restaurant requires a \$400 deposit to shut down the dining room and reserve the space. They provided a quote for a prix fixe menu for \$35 per person including tax and gratuity. This would be a three-course meal that would include shared appetizers and entree and dessert. If we prefer we can remove the desert or the appetizer to include a salad instead. We can make selections from the dinner menu: choose any 2 appetizers for the guests to share, select up to four entrees for them to choose from, and select two desserts. A menu would be put together and placed on each seat upon arrival. We did not discuss a bar package to be included.
 4. Sponsorship: Wendi Maines from Thomson Reuters Library Relations will donate \$250.
 5. Charity for Silent Action: Proceeds from the auction, and direct donations, will go to the same charity as last year, Maryland Book Bank.

A motion was made, seconded and passed unanimously to approve the expenditure of funds for the deposit.

5. Upcoming programs

- December (6th, 20th or 13th) – Holiday Party
- January 24th – Database negotiations with Erica Owusu, Acquisitions & Licensing Coordinator, USMAI. Location: Thurgood Marshall Law Library, Baltimore, MD
- February - Legislative breakfast &/or reception possible dates – 5th, 6th, 12th or 13th
- February 21st – Greg Lambert, AALL Immediate Past President
- March (tentative) – Shepard’s Citations with Carole Roche
- April (tentatively 22nd-26th) - LRI
- Spring –Spring Fling

6. ACTION ITEMS:

- a. J. Hawkins to submit annual chapter report to AALL and C. Song to post to website.
- b. E. Simmons to send September Minutes to be uploaded to website.

Meeting adjourned at 1:40 p.m.

The next LLAM Board Meeting will be January 24, 2019 at the Thurgood Marshall Law Library, Baltimore, MD

FY 2018-2019
LLAM Financial Report #4

OVERVIEW:	
Opening Balance:	\$9,628.16 as of October 15, 2018
Deposits:	\$75.44
Expenses:	(\$61.00)
Ending Balance	\$9,642.60

DETAILS:	
Opening Balances as of October 15, 2018	
Checking	\$4,443.24
Savings	\$5,184.92
Total	\$9,628.16
Income	
Membership	\$75.00
Interest Earned in Savings Account	\$0.44
Total	\$75.44
Expenses	
Chapter Liability Insurance	\$61.00
Total	\$61.00
Ending Balances as of November 12, 2018	
Checking Account	\$4,457.24
Savings Account	\$5,185.36
Total	\$9,642.60

YTD OVERVIEW					
	07/31/18	09/04/18	10/15/2018	11/12/2018	YTD Total
Deposits:	\$600.37	\$825.44	\$562.93	\$75.44	2,064.18
Expenses:	(\$603.17)	(\$22.13)	(\$114.45)	(\$61.00)	(\$800.75)

**LLAM Placement Committee 2018
Monthly Statistics**

	<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	45
December	40
TOTAL	503
	<i>Placement Statistics 2017</i>
January	49
February	27
March	45
April	40
May	39
June	40
July	45
August	59
September	38
October	50
November	40
December	31
TOTAL	503
	<i>Placement Statistics 2018</i>
January	46
February	40
March	34
April	52
May	49
June	53
July	43
August	68
September	59
October	33
November	
December	
TOTAL	