

LLAM BOARD MEETING

January 31, 2020

Present (virtually): Simon Canick, Chi Song, Bijal Shah, Tanya Thomas, Jessica Mundy, Jason Hawkins, Joe Neumann, Pat Behles

Minutes: were approved via e-mail and are posted on the website

Financial report

Tanya explained several items from the report.

There are outstanding revenues from the LRI: Lexis contribution, AALL grant money, several registrations.

Holiday part brought in \$950, \$1351 was spent. Everyone agreed money well spent.

Silent auction made \$352. A motion was made (by Chi, seconded by Jessica and carried) that half of that amount will be donated to Sharebaby, an organization that exists "to help ensure Baltimore's most vulnerable young children get the diapers and items they need to get the best start in life"

New Financial Items

A request for \$400 to provide continental breakfast items for librarians gathering for the Librarian Legislative Day February 5th held at the Anne Arundel County Court House Library. Chi motioned; Simon seconded and the request was approved.

LLSDC asked if we would cosponsor the Sandy Peterson Memorial Lecture to be held in April/May 2020 (an evening event). The speaker is to be [Ijeoma Oluo](#), author of [So You Want to Talk About Race](#). LLSDC is hoping to apply for a Bloomberg grant through AALL and would like to have as broad a sponsorship as possible.

A motion was made (Chi and seconded by Tanya) and carried that would give LLSDC permission to list LLAM as a participating chapter.

A second proposal from LLSDC concerned a monetary sponsorship. One value of a monetary contribution was the long range benefit to encourage future cooperation and relationship with LLSDC. Sometimes these lectures are free...sometimes there is a charge.

Discussion ensued as to if we would want to contribute. It was determined of the attendees that \$1000 was too much for LLAM to handle. \$500 felt more comfortable for people.

A motion was made by Simon (seconded by Tanya) that we co-sponsor the lecture with a contribution of \$500, with the stipulation that if there is a charge our members would attend for free. Motion carried

Committee Reports

Program Committee

February Library Legislative Day...February 5th

March...Non-traditional Patrons ...Enoch Pratt Free Library ...date to be determined

April...tour of Law Library of Congress

May...Spring Fling ...possible crab feast, Eastern Shore near Kent Island.

Survey will be conducted to determine interest and date

June...snow date

July...dine around at AALL convention in New Orleans

Placement Committee

See attached report

Posting now twice a week on Tuesday and Friday

Membership Committee

No change

Nominations

Jason Hawkins...chair; Jessica Mundy and Pat Behles committee members

Officers needed: Vice-president/President-elect; secretary; board member

E-mail message to be sent to the membership asking for nominations.

Liz Graham has expressed interest in running for an office.

Election will be around the end of March

Archives

The AALL/LLMC digitization project (digitizing files from the University of Illinois repository which includes chapter files, list of members, newsletters...nothing to report

Newsletters digitization project ...material from the State Law Library has been completed. Still a large gap from 2007-2010. Another e-mail request for these years will be sent.

New Business

Pat reported that the missing tablecloth has been located and will turn it over to Chi for safekeeping. A canvas banner that might have been used for the North East Regional meeting will be turned over to the archives.

Next Board meeting: March before the meeting at Pratt

Meeting adjourned 9:50 AM

FY 2019 – 2020

LLAM Financial Report #3

OVERVIEW	
Opening Balance:	\$9,872.91 as of September 18, 2019
Deposits	\$5466.23
Expenses:	\$6170.90
Ending Balance:	\$9,168.24

DETAILS	
Opening Balances as of September 18, 2019	
Checking	\$4,683.23
Savings	\$5,189.68
Total	\$9,872.91
Income	
Membership	\$537.50
Legal Research Institute Registrations	\$2225
LRI Vendor Sponsorship	\$1,750
Holiday Party Registration	\$600
Holiday Party Auction	\$352
Interest Earned in Savings Account	\$1.73
Total	\$5466.23
Expenses	
September Program -- Reimbursement to Chi Song for food/supplies	\$44.56
LRI Printing -- Reimbursement to Julia Viets	\$390
LRI -- Westminster Preservation Trust for Tour	\$50.00
LRI -- Westminster Preservation Trust for Facility Fee	\$500.00
LRI -- Zannino's Catering	\$2,751.59
WordPress	\$99.00
LRI Speaker Gifts -- Chi Song	\$205.13
LRI Speaker Travel Reimbursement -- The Platt Group	\$33.98
LRI – Refund of duplicate registration payment	\$38.54

LRI Printing -- Montgomery Printing Solutions	\$405.00
LRI -- Shahverdi's Liquors	\$175.88
Holiday Party – Reimbursement Chi Song for venue deposit	\$250.00
Holiday Party – Refund for party registration	\$30.00
Holiday Party - Nick's Fish House for venue fee balance	\$1,052.37
Ecwid Online Store Fees	\$144.85
Total	\$6170.90
Ending Balances as of January 30, 2020	
Checking	\$3,976.83
Savings	\$5,191.41
Total	\$9,168.24

LLAM Events Summary

Legal Research Institute	\$ 4,500.00	\$4, 786.58	Registration payments = \$2750 (we still have not received payment from the Maryland State Law Library) MSBA Sponsorship = \$1,000 Thomson Reuters Sponsorship = \$250 Daily Record Sponsorship = \$250 Bloomberg Law Sponsorship = \$250 AALL Grant = we have not received a check from AALL Food = \$3,026.59 Drinks = \$ 175.88 Printing = \$795 Westminster Hall Rental & Tour = \$550 Speaker Fees (travel reimbursement) = \$33.98 Speaker Gifts = \$ 205.13 Total LLAM Contribution to Event: \$4786.58
Holiday Party	\$952	\$1351.42	Registrations = \$600 Auction Payments/Donations = \$352 Expenses (Venue -- \$1332.37 and Ecwid fees -- \$19.05) = \$1351.42

DEPOSIT SERVICES

M&T Simple Checking for Business Account

- \$10.00 per month unless the Average Ledger Balance is \$2,500 or more; or there are 5 or more transaction items² that month.
- There will no longer be a \$5.00 discount for electronic statement delivery.

Commercial Money Marketing Savings Account

- \$12.50 per month and \$1.00 per withdrawal in excess of 6 per month, unless Ledger Balance is \$10,000 or more as of the end of each day that month.

Checks Deposited	\$0.22 each ²
Paper Statement Fee	\$2.00 /month ⁴
Blocked Account Maintenance (Per Account / Per Month)	\$375.00

² Transaction items are checks paid, checks deposited, deposit tickets (whether physical or created virtually in connection with an ATM, mobile, remote check deposit or other electronic deposit), ACH credits and ACH debits. No transaction charges for the first 10 transaction items per month. Additional transaction items in a month are \$1.00 each.

³ This fee applies only to Commercial Checking, and M&T Business Interest Checking.

⁴ This fee applies to M&T Simple Checking for Business, M&T Tailored Business Checking, Non-Profit Checking, M&T Business Interest Checking, M&T BizFlex Checking, M&T Advanced Business Checking, M&T Medical Services Checking, and M&T Professional Services Checking.