

LLAM Board of Director's meeting
Friday, February 28, 2025
1:00 pm (ET)

Location: Virtual / Zoom

Meeting ID: 160 147 3867

Passcode: 15698202

Welcome (Jessica, President)

General Business/ Announcements

- November 13, 2024 Board Meeting Minutes approved by Board
- Treasurer's Report – LLAM 2024-2025 Financial Report approved by Board
 - \$4691.70 as of February 27, 2025.
 - Goal to keep a minimum of \$2,500 in account
- Previous meeting minutes: Jessica will distribute any meeting minutes and financial reports in need of board approval via email.

Committee Reports

- Archives
- Communications and Technology
- Government and Vendor Relations: LLAM sponsored MLA Legislative Day
- Grants
 - Approval of 2025 Annual Meeting Grant – Registration is \$895
 - Board votes every year since it is a significant amount of money
- Membership
 - 23 members > 58 members
- Placement
 - Archived previous years' postings to PDF, loaded onto websites.
- Programming:
 - April 10, 2025: Tour of Harford Community College, 2024 Federal Depository Library of the Year
 - Spring Fling planning will start in March, goal is to be in Annapolis. Request to spend up to \$750 approved.
- Nominations
 - Nominations due to Secretary 30 days before, and ballots need to go out to membership 21 days before the Spring Fling / Annual Business meeting

- Service Award Committee:
 - Did not receive any nominations. \$50 gift card + certificate
 - Board voted switch to annual award presented at the Holiday Party (previously every other year)
 - Award created after the LLAM guidelines were written—changes don't need to go out to membership
- LLAM Guidelines Review

New Business

- Membership dues: Currently \$25, \$12.50 for Students
 - Institutional vs. Individual Memberships? (Say \$30 vs \$25)
 - Institutional memberships can be transferred when someone leaves
 - LLSDC: \$50/52 + \$10 SISs
 - Sara Billard will investigate next steps; need full LLAM membership vote to approve change to membership dues

LLAM Financial Report #3

FY 2024 – 2025

OVERVIEW	
Opening Balance:	\$5006.83 as of November 12, 2024
Income:	\$200
Expenses:	\$515.13
Ending Balance:	\$4691.70 as of February 27, 2025
DETAILS	
Opening Balance as of November 12, 2024	
Checking	\$5006.83
Income	
Membership Dues	\$200
Total	\$200
Expenses	
Holiday Party – Venue	250
MLA Legislative Day Library Sponsor	250
LLMC Shipping Cost to Return Chapter Materials	15.13
Total	\$515.13
Ending Balance as of February 27, 2025	
Checking	\$4691.70

NOTE:

- M&T Simple Checking for Business Account -- \$10.00 per month service charge unless the Average Ledger Balance is \$2,500 or more; or there are 5 or more transaction items that month.

