

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

## 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.

