

LLAM Board of Directors Meeting

Tuesday, July 30, 2024

12:00 pm (ET)

Location: Virtual/Microsoft Teams

I. Welcome (Jessica, President)

II. General Business/Announcements

- a. June 5, 2024 Board Meeting Minutes
 - i. Approved with two minor amendments, Sara will forward to Kristee
- b. Treasurer's Report
 - i. Waiting on Bloomberg reimbursement for LRI
 - ii. Discussion of posting TR to LLAM website
 - 1. We have the financial reports in with the board minutes in some years.
Let's combine instead. Kristee will handle.
 - a. Only 9-10 that are not already combined.
 - b. 2006-2013 all meetings minutes in one mega document. Kristee will work on this.
 - 2. Chi, Jessica, Joe working on clear out/organization of LLAM Google Drive
- c. LLAM Archives that was sent for Digitization
 - i. Project is not moving forward. Can request files to be returned (two boxes).
 - 1. Jessica coordinating w/ Joe to determine if duplicates or originals
 - 2. They will destroy unless we pay a fee to return
 - a. Motion to set aside up to \$200 to have these materials sent back to us, if it is deemed that they are not duplicative.
 - b. Need to let them know by August 5, they will invoice us for the shipping
 - c. May be delay in shipping because it's in off-site storage
 - d. SIS vs Chapter differences

III. Committee Reports

- a. Archives – Joe – not present
- b. Communications and Technology – Kristee – committee and board pages updated with new names
- c. Government and Vendor Relations – Joanie – suggests pre-approving budget item to donate to MLA breakfast for expediency, perhaps same amount as last year.
 - i. Legislative Day in February.
 - ii. Sponsorship levels:
 - 1. Breakfast: \$750
 - 2. Coffee: \$500
 - 3. Tea: \$250
 - 4. Library Supporter: \$150
- iii. **Discuss our contribution prior to our January meeting**
- d. Grants – Jim not present, no updates
- e. Membership – Gabriela – will send list of willingness to serve names to Jessica. Waiting on UB, UMD mega payment
- f. Placement – Jennifer and Sara continue to post

- g. Programming – Sara Billard – Excited for larger programming committee than in recent years. Desire for more laid-back events. Dang COVID
- h. Nominations – Joe – not present, no updates

IV. 2024 LLAM Member Survey

- a. Good response rate for our size
- b. Volunteers for every committee!
- c. More mentor volunteers than mentee desire. How to get started?
 - i. Possibly better way to engage with MLS and JD students

V. Possible Collaboration with LLSDC, VALL, LLAM

- a. Council of Chapter Presidents' meetings – some chapters not as active as they used to be, at least in part due to decreased membership.
 - i. Prez of VALL, a couple members of LLSDC possibly interested in collabs
 - 1. Payment can get complicated with more formal events
 - 2. Visit the Law Library of Congress and after social event
- b. Existing LLSDC weekly happy hour?

VI. Other Business

LLAM Financial Report #1

FY 2024 – 2025

OVERVIEW	
Opening Balance:	\$3892.92 as of June 4, 2024
Income:	\$588.32
Expenses:	\$428.81
Ending Balance:	\$4,052.43 as of July 30, 2024
DETAILS	
Opening Balances as of June 4, 2024	
Checking	\$2789.87
Savings (Live Oak)	\$1103.05
Total	\$3892.92
Income	
Membership Dues	\$587.50
Interest Earned in Savings Accounts (Live Oak)	\$0.82
Total	\$588.32
Expenses	
2024 Spring Fling	\$413.37
Ecwid Fees	15.44
Total	\$428.81
Ending Balances as of July 30, 2024	
Checking	\$4,052.43
Total	\$4,052.43

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.
- Live Oak Savings Account closed on June 24, 2024

LRI Income (excludes AALL Grant)	
Sponsorship	
Bloomberg Sponsorship	500
Thomson Reuters Sponsorship	200
Total	700
Registration Fees Paid	
Paper Checks	50
Online Store	2680
Total	2730
Donations	
Online Store	30
Donation box	115
Total	145
Grand Total	\$3575

LRI Expenses	
Jay's Catering (Breakfast -- \$484.33; Lunch -- \$917.46)	1401.79
Keynote Speaker -- Ursula Gorham (Check #745)	250
Reimbursement to Chi for poster printing (Check #749)	36.04
Reimbursement to Chi for snacks, swag, and poster printing (Check #746)	332.82
Westminster Hall (Check #744)	100
Ecwid Fees	109
Grand Total	\$2229.65