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President's Message

Dear ASLCS Friends:

Winter is here, and for most, session is upon us. Long days and long weeks are the norm. I find these months challenging and rewarding. I enjoy a certain level of comfort amongst the organized chaos of session. I did enjoy a short respite in January.

As ASLCS President, I had the honor to attend the Australian and New Zealand Association of Clerks at the Table (ANZACATT) professional development seminar in Sydney, Australia. Despite being a long journey for a brief trip, I found it very rewarding. In addition to our host, there were colleagues from Scotland, Wales, England and Canada. I learned while there that Parliamentary bodies have much less legislation, and remarkably, more acrimony among the members of parliament; New South Wales is the First State and Queensland is the Sunshine State; the lowest octane fuel is 91, and the highest octane is 97; Australia day is January 26 and is a wonderful time to be in Sydney.

I also had the honor of attending the Legislative Staff Coordinating Committee (LSCC) meeting in New Orleans in early January. The LSCC meets in conjunction with the Executive Committee of NCSL. We discussed the upcoming Annual Summit schedule, potential presenters, staff section webinars and recruitment of staff section officers. ASLCS sets the gold standard for all staff sections to follow.

As you are all aware, Angela Andrews has been transferred to a new position in NCSL. Among her many new duties, she will be staffing NCSL’s Legislative Effectiveness Committee. Angela aided us at ASLCS for six years. She is a remarkable professional and great friend to many of us. The value she has brought our society is beyond our ability to repay. We have enjoyed watching her grow professionally and personally. When she joined us she was Angela McConnell, and she leaves us as Angela Andrews with an equally talented husband, Kevin, and a beautiful daughter Letty. On behalf of the Executive Committee, I express our sincere appreciation to Angela for a job well done. We will miss her, but look forward to watching her continue to excel.

Joining us now as our liaison from NCSL is Jeanne Mejeur. Jeanne is a program principal in NCSL’s Legislative Management program and has been with NCSL for 25 years. She served as the liaison to the Research and Committee Staff Section (RACSS) that entire time. Additionally she staffed the Legislative Research Librarians Staff Section (LRL) for the last three years. She is a member of the State Bar of Michigan. Jeanne is eminently qualified to assist our society and I am grateful she is joining us.

Finally, I would like to acknowledge a few of our colleagues and leaders who have left the service of their state: Cheryl Laube (AZ House), Greg Schmidt (CA Senate), Millie MacFarland (ME House), Terry Spieler (MO Senate), Al Mathiowetz (MN House), Karen Wadsworth (NH House), Steve Arias (NM House), Ramona Kenady Line (OR House) and Greg Grey (WV House). Thank you for your service to your state, your service to ASLCS and your friendship. God speed.

I look forward to visiting with you at the Spring Meeting, May 1 to May 3 in Clearwater, Florida. Thank you for the opportunity to serve our society.

With kindest regards,

Russell A. Humphrey
Chief Clerk, Tennessee Senate
ASLCS President
I was pleased and honored to be asked to write an article for the Administrator about my friend, Millie. At the same time, I was a little worried that I might not be able to do her justice. I hope I have.

We are not always fortunate to find a friend who can be relied on to have your back no matter what the situation, but that is the friendship that Millie and I shared for nearly 40 years.

I was Assistant Clerk of the Maine House in 1978 when Millie came to work in the Clerk’s Office where she put together the daily Advance Journal and Calendar for the House. It was the perfect position in which to learn the day to day workings of the Legislature that would serve her well in later years. At that time, Millie was both a wife to her husband, Paul, and a new mom to her son, Nick.

As part of the Legislature, we weathered many storms together. One of the most confusing (and at the same time exciting) was the transition from typing the calendar on a Selectric typewriter to entering it on the computer…what? [back space] erases? No more typing eraser or correction tape needed? The lines you type wrap automatically, you don’t need to hit return? Yes, there was a learning curve but we mastered it. We were very proud on opening day when we produced the calendar using the computer while the Maine Senate was still using the typewriter!

In 1981, Millie took over my work for the last month of the session when I went on maternity leave. In 1982, the Maine Senate changed political parties and Joy O’Brien was elected Secretary. On opening day, when usually only the swearing-in of new members occurs, it was necessary this time to enact emergency legislation. I went to the Senate to help for the day and spent the next two years there training Joy and her staff! Millie again stepped in to fill in for me without hesitation.

We attended many conferences together. Her first and the one that I remember vividly was the Hartford, CT, ASLCS Seminar in 1989. The meeting location being so close to home, we decided to save the state even more money and drive down in Millie’s new car.

Well, as it usually went, we were deep in conversation when the car started to jerk and hesitate – oh no! We just made it off the highway when the car completely died. A nice young man came to our rescue as we stood next to the car with very helpless looks on our faces. Once he determined that it
was simply out of gas, he dropped us off at the gas station with an empty whiskey gallon jug while he went to tell his girlfriend why he would be late, which she was not happy about (obviously this was before the widespread use of mobile phones!) We tried to return the favor by helping him decide what to tell his girlfriend, but he wasn’t too keen on taking advice from two people who didn’t even know they had run out of gas! He dropped us back at the car and drove off mumbling about how much trouble he was in. After this, we knew the rest of the week could only go up from there and it certainly did!

We had many good memories, laughs and stories from our trips such as in Kiahwah (walking from the hospitality suite holding hands because it was so dark we couldn’t see two inches in front of us) or Salt Lake City (an interesting evening out) or Burlington, Vermont (back row of the House chamber, with Greg Gray and Bernie Brady, remember guys?)

In 1992, I left the Maine Legislature and Millie moved into the elected position of Assistant Clerk and subsequently the position of Clerk.

Through all the years of good and bad times, we remained great friends even though many miles separated us. I visited Maine and Millie often and, on one such trip, was afforded the privilege of driving her cherished convertible when we lunched in my home town of Saco or meeting halfway in Freeport where she introduced me to the Cosmopolitan many years ago!

When, earlier in 2014, I was diagnosed with breast cancer, Millie was a great resource and a great friend, constantly lending support to me. She was already my hero in the way she handled and endured her fight against this dreaded disease. I was amazed at how she always faced the many bumps in the road with grace, dignity and a smile on her face! She put her cancer on the shelf and lived her life and that is exactly what she encouraged me to do.

I was honored to be at her bedside in her last days with Pat, her son, Nick, and her dear friends from the Maine Clerk’s office – Rob, Chris, Jennifer and Jeanette. It was tough, but I know the pain is gone and she is at peace.

She was my co-worker, my friend, my confidante, and my partner in some crazy escapades. I know I am a better person for having had her in my life. I miss and thank you, Millie.
October 22, 2014

Ms. Susan Furlong
American Society of Legislative Clerks and Secretaries
7700 1st Place
Dever, CO 80230-7143

Dear Ms. Furlong,

On behalf of MaineGeneral Health, we would like to thank you for your gift in memory of Millcint M. MacFarland. We have informed the family of your kind gesture without mentioning the donation amount.

This meaningful gift will not only thoughtfully memorialize a loss but will also enhance our ability to provide compassionate medical care to those who entrust their treatment to us. Each contribution lends to the success of our mission: to enhance, every day, the health of the people in the greater Kennebec Valley.

We are sure that your gift will provide a measure of comfort to the family during this time. Thank you for remembering this loss in a way that will help others and for being part of our commitment to local health care.

With warmth and gratitude,

Chelsea B. Moeller
Director of Philanthropy

Date Gift Received: 10/22/2014
Check #: 1171
Gift Amount: $500.00
Memorial Designation: Millcint M. MacFarland Endowment Fund

This is an official receipt and should be retained for your records. Tax ID # 04-3369653. We confirm that you have received neither goods nor services in return for this gift.
January 19, 2015

American Society of Legislative Clerks and Secretaries
7700 E. 1st Pl
Denver, Colorado 80238

Dear American Society of Legislative Clerks and Secretaries:

On behalf of The Settlement Home for Children and the youth and families who benefit directly from our work, thank you for your generous gift of $500 in memory of Betty King. Because of your support, we are able to operate and expand our campus, its programs and services for children who would otherwise have no home and little hope for a successful future.

Our goal at The Settlement Home is to provide therapeutic residential care and treatment in a healing, loving environment. Our aim is to return each child we serve to our community equipped with the skills necessary to lead a stable and productive life. Your generosity enables The Settlement Home to continue its 99-year tradition of giving love and hope where it is so desperately needed.

The Settlement Home recognizes your commitment to our mission, and again, thanks you for your partnership in our effort to save and enroll the lives of the children and families entrusted to our care.

Sincerely,

Marilyn Wilson
Development Director

No goods or services were received in exchange for this contribution.
The amount of your gift is tax-deductible as a charitable contribution in accordance with current IRS regulations.

This donation was received in the calendar year 2015.
PLEASE RETAIN THIS RECEIPT FOR YOUR RECORDS.

Thank you so much for your generous gift to the Settlement Home. We are deeply grateful. Please accept our heartfelt thanks.

Thank you again, your continued support is appreciated.
Best regards,
Barbara Berns
November 14, 2014

American Society of Legislative Clerks and Secretaries
7770 E. 1st Pl.
Denver, CO 80230

Dear Friends,

Thank you very much for your generous donation in the amount of $100.00 to Boys & Girls Clubs of Southern Maine in memory of Joy O’Brien.

Memorial contributions of this type are deposited to a special savings account established to purchase needed program supplies and equipment not included in our operating budget. Each donation helps us in our efforts to offer quality programs and services proven to make a difference in the young lives of the boys and girls we serve in the community.

More than 2,000 kids and teens currently rely on the Clubs as a safe and supportive place to go each day after school, finding meaningful experiences and relationships with caring adults and mentors. With an average daily attendance of 800, Boys & Girls Clubs make a difference in many young lives by providing recreational and educational opportunities that help members reach their aspirations, set goals and realize their full potential as responsible and caring citizens.

The Clubs greatly appreciate the generosity of Joy’s family and friends for this donation in her memory. We will inform her family of your thoughtful gift. Once again, thank you for your very generous memorial contribution.

Sincerely,

Robert A. Clark
Chief Professional Officer
ASLCS recently said farewell to Angela Andrews, who has spent the past 6 years in what she called “the most dynamic staff section at NCSL.”

“There’s a lot I could say, stories I could tell and unexpected adventures or outcomes I could describe,” Andrews said. “But I’ll keep my reflections to three short words: learning, connections and appreciation.”

Andrews added “exponentially” to her knowledge about state legislatures and the people who serve in them, she said. She cherished her six-year education on the operation of state legislatures and the role clerks and secretaries play in keeping the sacred institutions running.

During her tenure, she had the pleasure to make connections with clerks and secretaries from almost any legislature in the nation. “What’s more,” she said, “I can call that legislature or chamber and know a friendly voice at the other end of the line.”

Andrews said she is proud of her “vast network of legislative professionals from across the country and even more grateful for the friendships I’ve made along the way.”

As she prepares to tackle new challenges at NCSL, some that are “near and dear to my heart,” Andrews said she is forever grateful for the opportunity to serve and support ASLCS. She will be staffing NCSL’s Legislative Effectiveness Committee, building up NCSL’s Personal Staff Network and focusing on citizen engagements and other institutional topics.”

ALSCS recently welcomed Jeanne Mejeur, who has been with NCSL for 25 years.

Mejeur, who is originally from Michigan, said working with the staff sections has always been her favorite part of the job. She said “taking care of my folks” – the extended family of legislative staffers across the 50 states – became an enjoyable facet of her work with the Research and Committee Staff Section (RACSS). She also staffed the Legislative Research Librarians staff section the last four years and plans to continue those efforts along with ASLCS.

During her NCSL tenure, she covered a variety of issues including consumer protection, banking, drunk driving and the courts. Her most recent professional focus has been on labor and employment issues, which accounted for more than 400 information requests in 2014 alone.

“Minimum wage was the hot issue last year,” Mejeur said, “with unemployment and collective bargaining also generating a lot of requests.”

Mejeur said Angela Andrews, her predecessor in the post, is “a tough act to follow,” and the two have worked hand-in-hand to learn the details of ACLCS. “It’s been fun learning the ins and outs of staffing ASLCS, which is the most complex of the staff sections,” she said. “(Andrews) is a tough act to follow, but since her office is right across the hall from mine, she’s still around if I have questions.”

Mejeur, who lives in Colorado, has a Masters in public administration as well as a law degree. After more than a year of “less than satisfying” legal practice, Mejeur got into legislative work, which she described as “my true calling.”

“It’s been an adventure working for NCSL and I’m really enjoying getting to work with ASLCS,” she said.
2014-2015 Executive Committee

Russell Humphrey (TN)  
President

Susan Furlong (NV)  
President-elect

Susan W. Kannarr (KS)  
Secretary-Treasurer

William “Bill” MaGill (VT)  
Associate Vice President

Robert Haney (TX)  
Elected Principal

Maryann Horch (VA)  
Elected Associate

D. Patrick Harris (AL)  
Appointed Principal

Denise Weeks (NC)  
Appointed Principal

Yolanda J. Dixon (LA)  
Appointed Associate

Alan Whittington (TN)  
Appointed Associate

Suzi Lowell (AK)  
Immediate Past President

Janice A. Gadd (UT)  
Immediate Past Associate Vice President
Call to Order
Suzi Lowell, Clerk of the Alaska House of Representatives and the ASLCS President, called the business meeting of the American Society of Legislative Clerks and Secretaries to order. A quorum was present. The members observed a moment of silence in memory of one of their most beloved members, Millie MacFarland, Clerk of the Maine House of Representatives and past President of ASLCS.

President Lowell acknowledged and thanked Bill Schaeffer, Diane Bell, and Tyler Schaeffer of International Roll Call for their generous support of the business lunch.

Roll Call of the States
On motion by Karen Wadsworth (NH), seconded by Russell Humphrey (TN), roll call of the states was dispensed with by unanimous consent.

Approval of Minutes
On motion by Steve Marshall (VT), seconded by Denise Weeks (NC), the minutes of the October 8, 2013, business meeting were approved.

Approval of the Treasurer’s Report
On motion by Karen Wadsworth (NH), seconded by Ann Cornwell (AR), the Treasurer’s Report for the period ending October 5, 2014, was approved.

Introduction of International Guests
President Lowell welcomed the following international guests in attendance at the PDS:
- Rick Yarish, Deputy Clerk of the Legislative Assembly of Manitoba and President of the Clerks-at-the-Table in Canada (CATTS).
- Deb Deller, Clerk of the Legislative Assembly of Ontario.
- Lucie Lavoie, Senior Executive Assistant to the Clerk, Senate of Canada.
- Peter McHugh, Clerk of the Legislative Assembly of Western Australia, representing the Australia and New Zealand Association of Clerks at the Table (ANZACATT).
- Hlengiwe Bhengu, Executive Director of Core Business, Gauteng Provincial Legislature, South Africa, representing South African Legislatures Secretaries Association (SALSA).
- Timothy Makamu, Corporate Legal Advisor, Gauteng Provincial Legislature, South Africa, representing South African Legislatures Secretaries Association (SALSA).
- Ann Latii Pedro, Clerk to the Senate, Palau National Congress.
- Lisa, Rdiall, Assistant Clerk of the Senate, Palau National Congress.
- Nangisa Mai, Administrative Officer/Legal Secretary, Palau House of Delegates.
- Adah Onyango, Nairobi County Assembly, Kenya.
- Joshua Mbila, First Clerk Assistant, Nairobi County Assembly, Kenya.

Committee Reports
Bylaws and Standing Orders
Chair Patsy Spaw (TX) reported the committee had completed its review of the Standing Orders and incorporated technical corrections and substantive changes. A key was created that identifies and explains each proposed amendment. The committee also reviewed the committee descriptions in the Roster & Reference Guide and the Standing Orders. Proposed revisions of the Standing Orders will be submitted to the Executive Committee.
Inside the Legislative Process
Chair Norma Chastain (AZ) reported the committee is in the final stages of preparing the compiled survey for release. The committee will finish its work in the upcoming year.

Site Selection
Chair Pat Harris (AL) reported the committee is looking forward to the professional development seminar (PDS) in Raleigh, North Carolina, in 2015.

Technology
Co-Chair Dana Miller (MO) asked new Society members to join the ASLCS Facebook page and encouraged Society members to post photographs to the page. Ms. Miller also urged the members to attend the October 7 concurrent session sponsored by the Technology Committee.

International Communication and Development
Chair Jay Braxton (VA) reported the International Directory had been distributed. He invited members to attend the October 7 concurrent session sponsored by the International Communication and Development Committee on comparative practices and traditions in the United States and international legislative bodies.

Legislative Administrator
Chair David Byerman (NV) observed that the partnership between the Nevada Senate and Virginia to produce The Legislative Administrator was a success. He encouraged small states to consider similar arrangements if they are interested in taking on tasks which would require substantial staff time and effort.

Membership and Communication
Chair Ruby Johnson (LA) encouraged new attendees to participate in the new member orientation.

Support Staff
Chair Lisa Davis (MS) reported good participation in the Associate Exchange program. She encouraged the members to attend the concurrent session on paperless chambers.

Canadian-American Relations
Chair Steve Marshall (VT) reported on the committee’s efforts to secure a location for the next Canadian-American meeting, noting he expects to have more definitive information after the November general election. Mr. Marshall, among others, represented the Society at the CATTS meeting in Halifax, Nova Scotia, in August. The committee is working to promote a Canadian Exchange Program.

Professional Journal
Reporting on behalf of Chair Paul Smith (NH), Jeff Renk (WI) announced that editing of the Professional Journal would be completed by the end of the week. He noted next year marks the twentieth anniversary of the Professional Journal and encouraged members to submit suggestions for the anniversary edition. Mr. Renk also stressed the importance of members supporting the publication by submitting journal articles.

Program Development
Chair Liz Clark (AK) thanked program participants and encouraged the members to enjoy the professional development program.

Roster
Co-Chair Crys Jones (AK) reported that members should have received an email from the Roster Committee with their photograph and Roster information. She encouraged the members to review their information and submit current photographs for the next Roster edition. Discussions regarding automation of the Roster update process are continuing.

Strategic Planning Committee
Susan Schaar (VA), Chair, Strategic Planning Committee, explained that the Strategic Planning Committee considers issues referred to it by the Executive Committee or Society members. At its August
21, 2014, meeting, the Executive Committee approved two Strategic Planning Committee recommendations:

1. Designate the Roster Committee as a special committee appointed by the Society's President, with one state responsible for annual production of the *Roster & Reference Guide*.

2. Give the President-Elect responsibility for leading the Society's outreach efforts to new principals and their associates and to principals and associates who have been active in the past but no longer participate in the Society.

**Budget and Revenue Committee**

Denise Weeks (NC) thanked the national contributors for their support of the Society's activities.

**Other Business**

- President Lowell acknowledged and thanked Steve James (MA) for his service as the Society's archivist.

- Karen Wadsworth (NH) presented the Nominating Committee's unanimous report for the 2014/2015 officers:

  **President**        Russell Humphrey, Chief Clerk, Tennessee Senate  
  President-Elect      Susan Furlong, Chief Clerk, Nevada Assembly  
  Secretary-Treasurer  Susan Kannarr, Chief Clerk, Kansas House of Representatives  
  Associate Vice President  William "Bill" MaGill, First Assistant Clerk, Vermont House of Representatives  
  Elected Principal Member  Rob Haney, Chief Clerk, Texas House of Representatives  
  Elected Associate Member  Maryann Horch, Senior Systems Analyst, Virginia Senate

On motion by Karen Wadsworth (NH), seconded by Susan Schaar (VA), the Nominating Committee Report was adopted.

- Peggy Piety (IN), Staff Chair, NCSL, reviewed the structure of NCSL. She noted that legislative staff participate in the management of NCSL through service on NCSL's Executive Committee. Two members of ASLCS represent the Society on the Legislative Staff Coordinating Committee (LSCC). In addition, Ms. Piety appointed ASLCS member Nathan Hatfield (VA) as one of her discretionary appointees. She encouraged members to share concerns and suggestions with their LSCC representatives.

- President Lowell thanked Ellen Gillespie and Rick Brown of Thomson Reuters for the generous donation that funded this year's Edward A. Burdick Memorial Scholarship. She also announced this year's scholarship recipients: Erin Gillitzer (WI) and Jacqueline Delight (CA).

- Jane Richards (AZ retired) shared the story of her longtime association with ASLCS and CATTs, including her term as the 1985-86 President of ASLCS and the honorary lifetime membership granted to her in 1992. She also expressed gratitude for the honor bestowed on her by the Society through the creation of the Jane Richards Scholarship program. President Lowell acknowledged this year's recipients of the Jane Richards Scholarship, Joyce Wright (AL) and Terry Rumley (NC).

- Denise Weeks (NC), Chair, Educational Subcommittee, Mason's Manual Commission, encouraged the members to participate in the Mason's challenge at the legislative expo ([http://www.masonschallenge.com](http://www.masonschallenge.com)).

Adjournment - On motion by Ann Cornwell (AR), seconded by Cheryl Laube (AZ), President Lowell adjourned the meeting.

Respectfully Submitted, Susan Furlong (NV), Secretary-Treasurer
Executive Committee Meeting Minutes

Baton Rouge, LA
October 10, 2014

Call to Order
The meeting of the Executive Committee was called to order at 9:26 by Russell Humphrey (TN), ASLCS President.

Attendance
The following members of the committee were present: Russell Humphrey (TN), Susan Furlong (NV), Susan Kannarr (KS), William “Bill” MaGill (VT), Maryann Horch (VA), Pat Harris, (AL), Denise Weeks (NC), Alan Whittington (TN), Yolanda Dixon (LA), Suzi Lowell (AK), Janice Gadd (UT),

Other members/guests in attendance included Angela Andrews, (NCSL Liaison to ASLCS), David Byerman (NV), Steven Tilley (LA) and Heidi Mayeux (LA).

Approval of Appointments
There being no objections, the following Executive Committee appointments by President Humphrey were approved:  Pat Harris (AL), Appointed Principal; Denise Weeks (NC), Appointed Principal; Yolanda Dixon (LA), Appointed Associate; Alan Whittington (TN), Appointed Associate.

Treasurer’s Report
Secretary-Treasurer Susan Kannarr (KS) reviewed the treasurer’s report from October 5th for the Dues Account. The ending balance in the account was $30,888.00 as of October 5, 2014. Having been approved at the Executive Committee meeting on October 5, 2014, no approval of the report was necessary.

New Business
1. Angela Andrews, NCSL, reviewed the ASLCS Finance Reports including a summary of the various accounts. A summary description of the accounts was distributed to the committee. Ms. Andrews reported the following:
   a. ASLCS Special Meetings Fund (L190) – The balance in the L190 fund as of 9/30/2014 was $263,705.39. This balance includes a deposit of $6,250 from fundraising for the Baton Rouge meeting by Susan Clarke Schaar and G. Paul Nardo. Recent expenditures included payments for the business lunch at the 2014 Legislative Summit ($3,885), reimbursement for a Baton Rouge site visit for Angela Andrews ($1,201.06) and credit card use fees ($49.94). The balance sheet also includes a pending expenditure of $1,000 for a deposit at the Marriott Raleigh, the site of the 2015 PDS.
   b. ASLCS Professional Development Revolving Account – The balance in the Professional Development Revolving Account was $9,643.71 as of September 30, 2014. Recent expenditures from this account included speaking fees for the 2014 PDS totaling $19,000 ($4,000 for Cortell-Reisman and $7,500 each for Carville and Matalin).
2. Ms. Andrews also reviewed the Baton Rouge meeting budget including an update on registrations and hotel pickups. The following information was reported:
   a. The meeting budget approved in May 2014 was based on 195 attendees (150 full fee, 25 guests, and 20 complimentary registrations). As of September 30th there were 223 registered attendees (178 full fee, 21 guests, 3 business and 21 complimentary). Ms. Andrews noted that this information was now out of date and that she would update the executive committee with final numbers at a later date.
b. The hotel pickup as of September 29th was 817 room nights. The contract with the hotel included 820 room nights with an attrition threshold of 615. This information will also be updated when final numbers are received.

3. The following budgets for ASLCS publications were approved unanimously:
   a. Susan Furlong (NV) moved and Bill MaGill (VT) seconded to approve up to $500 for publication of the *International Directory*.
   b. Pat Harris (AL) moved and Alan Whittington (TN) seconded to approve up to $10,000 for publication of the *Legislative Administrator*.
   c. Denise Weeks (NC) moved and Maryann Horch (VA) seconded to approve up to $3,000 for publication of the *Professional Journal*.
   d. Suzi Lowell (AK) moved and Susan Furlong (NV) seconded to approve up to $10,000 for publication of the *Roster and Reference Guide*.

4. President Humphrey explained to the committee that Karen Wadsworth (NH) will update the Executive Committee Reference Guide with changes made during this PDS and then distribute it to committee members both electronically and hard copy.

5. David Byerman (NV) was recognized to discuss the ASLCS Facebook group. Mr. Byerman noted that the Executive Committee had approved the continuation of the group at the October 5th meeting. In addition, he reviewed the content policies posting to the page and requested an appointment from the Executive committee for a group administrator. Bill MaGill (VT) was appointed.

6. President Humphrey reviewed the relationship of ASLCS and NCSL. In particular, he highlighted the involvement ASLCS has with the Legislative Staff Coordinating Committee (LSCC) and the NCSL Executive Committee.

7. The Executive Committee next discussed a request to remove Fax numbers from the *Roster and Reference Guide* beginning with the next published volume, anticipated to be in December 2014. Maryann Horch (VA) moved and Pat Harris (AL) seconded to remove FAX numbers from the Roster. The motion was approved unanimously. President Elect Susan Furlong (NV) will amend the standing orders to reflect this change.

**Announcements**
President Humphrey announced that he is currently working on setting the dates and location for the 2015 ASLCS Spring Business Meeting. The current plan is for a meeting in the last two weeks of April. Also, a conference call meeting of the Executive Committee is expected in early December.

**Adjournment** Without objection, the meeting was adjourned by President Humphrey at 10:05 a.m.

Respectfully submitted,
Susan W. Kannarr (KS)
Secretary-Treasurer
Call to Order
President Russell Humphrey, Chief Clerk of the Tennessee Senate, called the business meeting of the American Society of Legislative Clerks and Secretaries to order. A quorum was present.

Committee Reports
Bylaws and Standing Orders
Patsy Spaw (TX) reported that the committee is continuing its work for updating and correcting the Standing Orders. The committee reviewed the working document and will submit that document to the Executive Committee for approval soon. In addition, the committee discussed drafting language for the creation of a scholarship for principal members to help them attend the PDS.

Legislative Process
Whitney Johnson (TN) reported that the results on the current survey on Consent Calendar should be available soon. The committee also determined that the next topic to be surveyed will be censure.

Site Selection
Ann Cornwell (AR) reported that the committee received an update on plans for the 2015 PDS in Raleigh, NC. The committee has not yet selected a site for 2016 and requests input from the society on location and dates.

Technology
David Beyerman (NV) reported the committee had designated one of its members to be an administrator for the ASLCS Facebook group and noted that as of that morning there were 120 members in the group. He reminded the attendees of the availability of the E-learning channel for ASLCS on youtube, http://www.youtube.com/user/ASLCSELearning. Finally, the committee began the discussion of possible topics for concurrent sessions at the 2015 PDS.

International Communication
Liz Clark (AK) reported that the committee discussed its core duties including the publication of the next International Directory. The committee is also working with the Program Development Committee on a possible concurrent session at the 2015 PDS and with the Membership and Communications Committee to help make international attendees feel welcome.

Legislative Administrator
Nanette Mitchell (TN) reported the committee used its meeting to brainstorm ideas for the next issue. The committee also discussed using material posted in the Facebook group as a basis for articles.

Membership and Communication
Lindsey Grovom (MT) reported that the committee discussed feedback on the recent new member orientation and began planning for the 2015 PDS.

Support Staff
Mary Andrus (UT) reported that the committee began planning for concurrent sessions at the 2015 PDS. The committee is also putting an emphasis on recruiting associates for the exchange program and participation in the Legislative Expo at the PDS.
Canadian-American Relations
Steve Marshall (VT) reported that the committee discussed location for the joint meeting in 2015.

Professional Journal
Suzi Lowell (AK) reported that the next Professional Journal will be printed and mailed at the end of October. She also indicated that 2015 will be the 20th anniversary edition and requested articles from members.

Program Development
David Byerman (NV) reported that the committee has begun planning for the 2015 PDS and encouraged people to fill out the meeting survey so the committee can use the results. The committee will be using online video chats to help with planning. The chairman indicated that the committee will be working with next year’s host state to arrange for the staff breakouts to be earlier in the PDS. Additionally, the committee is planning to over-solicit ideas for the concurrent session and then have society members vote for which session goes on agenda.

Roster
Londi Ensor (AK) reported that Roster has now changed to a special committee selected by the president. The committee discussed ideas to streamline the exchange of dues information between the Secretary-Treasurer and the roster staff. The committee hopes to publish the current Roster in December.

Announcements
President Humphrey thanked the host state of Louisiana and Angela Andrews from NCSL for a great 2014 Professional Development Seminar.

Adjournment
There being no objection, President Humphrey adjourned the meeting.

Respectfully submitted,
Susan Kannarr (KS)
Secretary-Treasurer
Here’s to Another Successful PDS!

*Louisiana Style!*

30 New Attendees
ASLCS Meeting Attendees enjoyed a Session featuring Mary Matalin and James Carville as they combined their unique experiences and delivered a stimulating, candid and provocative conversation from both sides of the political aisle.
Bylaws and Standing Orders Committee Meeting Minutes
Professional Development Seminar October 9, 2014 Baton Rouge, LA

Call to Order The meeting was called to order by Patsy Spaw (TX), chair.

Attendance The following members of the committee were present: Patsy Spaw (TX), Chair, Sandy Tenney (UT), Vice-Chair, Bill MaGill (VT), Vice-Chair, Jeff Woodard (AL), Suzi Lowell (AK). Liz Clark (AK), Shereen Baker (CA), Cindi Markwell (CO), Butch Speer (LA), Judy Barrows (ME), Julie Bochat (MO), Carol Newton (MO), Susan Furlong (NV), Patience Worrel (TX), Janice Gadd (UT), G. Paul Nardo (VA), Susan Clarke Schaar (VA), Bo Hoover (WV), Tara Perkinson (VA). Others in attendance included Russell Humphrey (TN), ASLCS President-elect, and Cheryl Laube (AZ).

Old Business Patsy Spaw, (TX), chair, welcomed new and returning members and gave a status report on the work of the previous Bylaws and Standing Orders Committee. The previous committee had completed a draft of recommended changes to the Standing Orders after a review for grammatical errors and inconsistencies in the use of specific terms and possible conflicts between standing orders. Members were given copies of the draft and asked to review and make comments by December 1.

Additionally, at the request of President Lowell, the committee reviewed and compared the sufficiency of committee descriptions that are printed in the Roster with responsibilities of committees contained in the Standing Orders. The committee brought forward the recommendation that the descriptions in both the Roster and the Standing Orders should be identical and for the committees with no committee descriptions in the Standing Orders, descriptions should be included. The chair reported that suggested language has been drafted and will be forwarded to members of the committee for committee review.

New Business Patsy Spaw reported that the committee has several new charges in addition to completing the work of the previous committee. On August 21, 2014, the Executive Committee adopted recommendations from the Strategic Planning Committee to: (1) designate the Roster Committee as a special committee appointed by the President, with one state responsible for annual production of the Roster & Reference Guide; and (2) give the President-Elect the responsibility for leading the Society's outreach efforts to new principals and their associates and to principals and associates who have been active in the past but no longer participate in the Society and directed the Bylaws and Standing Orders Committee to draft appropriate revisions to the Bylaws and Standing Orders for the two approved recommendations.

ASLCS President-elect Russell Humphrey requested that the committee draft language for a scholarship for principals to be named in honor of Millie MacFarland. The chair named the following subcommittee to prepare a draft proposal: Bill Magill (VT), chair, Susan Clarke Schaar (VA), Butch Speer (LA), and Suzi Lowell (AK).

Adjournment Upon a motion by Susan Clarke Schaar (VA), seconded by Sandy Tenney (UT), the meeting was adjourned.

Respectfully submitted,
Patsy Spaw (TX), Chair
Call to Order  The meeting was called to order by Steve Marshall (VT), Chair.

Attendance  The following members of the committee were present: Steven Marshall (VT), Chair, Ann Cornwell (AR), Vice-Chair, Bo Hoover (WV), Vice-Chair, Corey Carnahan (KS), Yolanda Dixon (LA), Susan Furlong (NV), Janice Gadd (UT), Greg Gray (WV), Pat Harris (AL), Whitney Johnson (TN), Susan Schaar (VA), Patsy Spaw (TX), Butch Speer (LA), Jennifer Welch (VA), Alan Whittington (TN), and Joyce Wright (AL). Other members/guests in attendance: Deborah Deller, Ontario, Canada; and Rick Yarish, Manitoba, Canada; Robert Altmann (WV); Mick Bailey (WV); Johnye Bennett (VA); Sadie Ingall (AK); Cyndy Johnston (OR); Ben Robinson (AK); Sam Rowe (WV); Terry Rumley (NC); and Jackie Schulz (AK).

Approval of Minutes  Upon a motion by Ann Cornwell (AR), seconded by Bo Hoover (WV), the minutes of the last meeting held May 3, 2014, during the Spring Meeting, in Nashville, Tennessee were approved.

The Chair introduced the Canadian guests, Deborah Deller and Rick Yarish, and thanked them for their continued cooperation with the Committee.

Old Business  Pat Harris (AL) discussed the Joint Canadian-American Meeting held in Alabama, and answered questions from Committee members about the number of attendees and the cost of hosting the Joint Meeting.

New Business  The 2015 Joint Canadian-American conference was discussed, and although no site has been selected to host, Chairman Marshall appointed a Program Subcommittee to discuss the format and scheduling of the meetings. Those appointed to the Subcommittee were: Butch Speer (LA), Yolanda Dixon (LA), Susan Schaar (VA) and Deborah Deller, Ontario, Canada.

Steve Marshall (VT) informed the Committee that New Mexico was a tentative location for the Joint Meeting, but that location had not been finalized.

Susan Schaar (VA) encouraged states to host the meeting if possible, and Steve Marshall (VT) encouraged associates to attend the 2015 Joint Meeting.

Adjournment  Upon a motion by Susan Schaar (VA), seconded by Pat Harris (AL), the meeting was adjourned.

Respectfully submitted,
Bo Hoover (WV), Vice-Chair
Inside the Legislative Process Committee Meeting Minutes

Professional Development Seminar
October 9, 2014 Baton Rouge, LA

Call to Order  The meeting of the Inside the Legislative Process Committee was called to order by Norma Chastain (AZ), Inside the Legislative Process Chair, at 2:30 p.m.

Attendance  The following members of the committee were present: Norma Chastain (AZ), Chair, Whitney Johnson (TN), Vice-Chair, Stephanie Hall (AK), Leslie Awtrey (AZ), Jacquelyn Delight (CA), Bernadette McNulty (CA), Jean Burgin (KY), Ruby Johnson (LA), Steven Tilley (LA), Lindsey Grovom (MT), Dee Barfknecht (MT), Shelle Grim-Brooks (NV), Sylvia Brown (NV), Jennifer Welch (VA), John “Jay” Pearson (VA), Erin Gillitzer (WI), Other members/guests in attendance included Lucy Darris (MO), Marge Griffin (NV), Bonnie Hoffecker (NV), Kathy Jackson (UT), Buddy Johnson (AR), Bernadet Martinez (NM), Joshua Mbila (Nairobi, Kenya), John McKay (CO), Adah Onyango (Nairobi, Kenya), Neva Marie Parker (CA), Ben Robinson (AK), Marilyn Seaton (MO), and Sharon Soliere (AZ).

Norma Chastain (AZ) made note of the Vice-Chairs of the committee, Whitney Johnson (TN) and Chris Griesel (TX). She announced that Leslie Awtrey (AZ) would serve as recorder for this meeting. Norma Chastain announced that Whitney Johnson (TN) would relay the report for this committee during the business meeting on Friday.

Approval of Minutes  Bernadette McNulty (CA) moved that the minutes of the Spring Meeting be approved. The motion was seconded by Ruby Johnson (LA). Minutes were approved.

Old Business  Norma Chastain (AZ) announced that the 2013 final edits have been completed and the 2013 survey would soon be posted on the website.

New Business  Norma Chastain (AZ) opened discussion on the 2015 survey topic. A list of suggested topics prepared by Brenda Erickson (NCSL) was distributed.

Several sample questions and topics were discussed. Ideas included:

- Circumstances causing consideration of censure or disciplinary actions against a member.
- What authority provides for censure or disciplinary actions (statute, rules, etc.)?
- What are the vote thresholds for each action?
- Explain the situation in which the last censure or discipline occurred in your chamber.
- Historical count of disciplinary actions in your chamber.
- Who enforces the disciplinary action? What instrument is used to move forward once a decision for discipline is made? Who hears the case? Who provides the recommendation?
- How many chambers have an ethics committee?
- Is a verbatim transcript required or is a summary submitted? What types of records are kept?
- What are the methods for appeal?
- Is there a right to counsel and who pays the fees?
- Is there a period of time before a disciplined member can run for an elected office?
Norma Chastain (AZ) noted that a first draft of the survey questions should be ready for review at the spring 2015 meeting. She encouraged all members to participate and be prepared to follow up with other chambers for their responses.

**Adjournment**  Upon a motion by Neva Parker (CA) seconded by Steven Tilly (LA), the meeting was adjourned at 2:50 p.m.

Respectfully submitted,
Norma Chastain (AZ), Chair
Leslie Awtrey (AZ), Recorder
Call to Order  The meeting was called to order by the Chair, Liz Clark (AK).

Attendance  The following members of the committee were present: Liz Clark (AK), Chair, Janice Gadd (UT), Vice-Chair, Jackie Shultz (AK), Vice-Chair, Crystaline J. ones (AK), Pat Harris (AL), Ann Cornwell (AR), Bob Ward (FL), Susan Kannarr (KS), Butch Speer (LA), Yolanda Dixon (LA), Emily White (MO), Lenore Naranjo (NM), Susan Furlong (NV), David Byerman (NV), James Goulding (OR), Ann Marie Brown (TN), Whitney Johnson (TN), Patsy Spaw (TX), Sandy Tenney (UT), Susan Schaar (VA), G. Paul Nardo (VA), Jennifer Welch (VA), Lisa Gilmer (VA), Steve Marshall (VT), Jeff Renk (WI), Greg Gray (WV). Other members/guests in attendance included Lendi Ensor (AK), Sarah Huber (VA), Cyndy Johnston (OR), Ann Krekelberg (AK), Rose Ramsey (VA), Nathan Hatfield (VA), Mick Bailey (WV), Sam Rowe (WV), Robert Altman (WV), Ben Robinson (AK), and Sadie Ingalls (AK).

Introduction of International Guests  Liz introduced Nangisa Mai, House of Delegates, Palau National Congress; Ann L. Pedro, Senate, Palau National Congress; Rick Yarish, Deputy Clerk, Manitoba Legislative Assembly, Canada; and Deb Deller, Clerk, Legislative Assembly of Ontario, Canada. Liz asked if anyone on the committee spoke a language other than English. Greg Gray (WV) speaks French and Liz Clark (AK) and Jackie Schultz (AK) speak Spanish.

ANOMAC  Chair Clark and Janice spoke briefly about their attendance at ANOMAC in Durango, Mexico. They spoke about what an honor it was to attend and how the Mexican Clerks were so happy to have International Guests and how they treated them so well.

CATT S  Steve Marshall gave a brief rundown of the CATT S meeting in Halifax, Nova Scotia. Rick Yarish, President of CATT S, from Manitoba, Canada, spoke to the committee on how meaningful it is to keep the association with the Americans and how happy he was to be able to attend ASLCS.

International Directory  Liz explained that the task for this committee is to publish the International Directory. Susan Schaar (VA) advised the committee that Steve Arias (NM) has information on the Westminster employees. Deb Deller has contacts for Scotland and Wales and informed the committee that Ontario will continue to be helpful with the French translation. The ladies from Palau will get the contact information for Micronesia, Guam, and Saipan, they would like to see them participate.

Concurrent Session  This committee also plans for a concurrent session during the fall PDS. In addition David Byerman, Chair of the Program Development Committee asked if we could possibly do two concurrent sessions. Some ideas mentioned were setting up a panel on how the different societies are structured and what the acronyms mean.

Reception for International Guests  The committee heard a discussion from Crys Jones (AK) and Jackie Shultz (AK) about having an International Guest Reception.

Adjournment  Upon a motion by Ann Cornwell, seconded by Susan Kannarr, the meeting was adjourned.

Respectfully Submitted,
Janice A. Gadd, Vice-Chair.
Legislative Administrator Committee Meeting Minutes
Professional Development Seminar          October 9, 2014 Baton Rouge, LA

Call to Order    The meeting was called to order by Chair, Joyce Wright.

Attendance    The Following Members were present: Joyce Wright, Chair (AL), Nanette Mitchell, Vice-Chair (TN), Shelle Grim-Brooks (NV), Cindi Markwell (CO), Bernadette McNulty (CA), Dana Rademan Miller (MO), Denise Weeks (NC), Brad Young (OH). Others in attendance were Corey Carnahan (KS), John McKay (CO), Neva-Marie Parker (CA) and Timothy Taycher (NV).

Russell Humphrey (TN), ASLCS President-elect, introduced himself and welcomed all members.

New Business    The meeting discussion was generally based on features seen in past issues of the Administrator that the committee would like to see continued and ideas for incorporation in future issues. Everyone seems to be in agreement that the “States at a Glance” articles are a good read and to work toward getting more states to participate. One idea was to have a feature with pictures that specifically focuses on States with some type of renovations taking place either with their building or their particular chamber. Committee members from Alabama, Kansas and Nevada have recent renovations that can be featured. The Ask Mr. Mason column is a popular item as well as the Fact or Fiction section that has been featured in the recent issues. The next edition will include a tribute to Millie McFarland.

It was agreed that a feature on the Carville-Matalin Session will go into the Administrator as well as a feature on the New Attendees. We have several good pictures of the New Attendee Orientation and we will try to include feedback from their questionnaires filled out at the New Attendee Wrap Up. Also, getting feedback from the PDS Surveys that Angela sends out might lead to a good article about the Annual meetings and what people would like to see more or less of at the meetings.

Denise Weeks suggested that we use the Society’s Facebook page as a resource for gathering information. People will highlight something about their state on the Facebook page and from that we can contact them and ask them to share more about it in the Administrator. We can also use it as a tool to get the word out to ask people to submit information. It was also noted that the Spring and Summer issue have much less time between the meetings to put the Administrator together and so any information that we don’t use in the current issue will be considered for inclusion in the future issues. That starting the creation of the next issue before the current issue is finished is a good idea.

Committee Members who took pictures around the City and especially pictures of the Capitol are asked to send them to Joyce Wright to be included in the issue or possibly used for the Cover. Several pictures for the Cover will be sent to the committee to get feedback as to which one to use. Joyce Wright will meet with the printer upon her return to Alabama to determine the printing time frame. At this point, we will go with a cutoff date of February 1, 2015 to receive articles for inclusion in the next edition.

Adjournment    Meeting was adjourned.

Respectfully Submitted, Joyce Wright (AL), Chair
Call to Order  The meeting of the Membership and Communication Committee was called to order by Lindsey Grovom (MT), chair.

Attendance  The following members of the committee were present: Lindsey Grovom (MT), Chair, Jennifer Novak (ID), Vice-Chair, Shereen Baker (CA), Vice-Chair, Buddy Johnson (AR), Leslie Awtrey (AZ), Norma Chastain (AZ), Jean Burgin (KY), Judy Barrows (ME), Nancy Goodman (NC), Ann Luck (NC), Sylvia Brown (NV), Patience Worrel (TX), Cathy Hooe (VA), Jeannine Layell (VA), Jackie Scott (VA), Sarah Armistead (VA), Lee Cassis (WV), Patty Benskin (WY).

Other members/guests in attendance included: Sharon Soliere (AZ), Amy Leach (CA), Deb Parker (CO/NCSL), Alyce Horton (MS), Dee Barfknecht (MT), Terry Rumley (NC), Barbara Lecarpentier (VA), and Ellen Thompson (WY).

Approval of Minutes  Upon a motion by Norma Chastain (AZ), seconded by Judy Barrows (ME), the minutes of the last meeting held August 19, 2014, during the NCSL Legislative Summit in Minneapolis, MN, were approved.

Old Business  There was no old business.

New Business  President-elect Humphrey (TN) thanked Chair Grovom (MT) and the committee members for their commitment. He emphasized that outreach is the first impression for new attendees.

The committee provided feedback regarding the Bingo icebreaker. Judy Barrows (ME) thought the instructions were vague and perhaps a trial run at the summer meeting might be beneficial. Terry Rumley (NC) liked the game because it provided a level playing field and was good for both introverts and extroverts. Norma Chastain (AZ) liked having President Lowell (AK) pin the new attendees and she pointed out that Bingo was both fun and informative. Further, we won't have to reinvent the wheel if we use it in 2015, thereby allowing us to focus on the communication mission of the committee.

Jackie Scott (VA) suggested that the room was too small to accommodate all of the attendees and the sponsors. Jeannine Layell (VA) stated that it was problematic for sponsors and new attendees to connect at the meeting. Chair Grovom (MT) suggested using place cards. Norma Chastain (AZ) suggested that sponsors wait at the door for the new attendees and then they could sit together. Dee Barfknecht (MT) proposed including “meet up” information in the letter to the sponsors.
Regarding the meeting format, Terry Rumley (NC) submitted that socializing might be encouraged if refreshments were held until the end of the meeting. Judy Barrows (ME) suggested placing agendas on the tables, which would alert folks to the group photo following the meeting, in order to have everyone in the photo. Norma Chastain (AZ) added that the number of attendees impacts what we are able to do.

As for sponsors, Norma Chastain (AZ) said that Chair Grovom (MT) might need a list of alternate sponsors, because of last minute registrations. Judy Barrows (ME) said that potentially Angela Andrews could provide last minute gifts, such as clocks and pin maps, for late registrants. Jeannine Layell (VA) said that sponsors and new attendees should not be from the same state.

Lastly, the pin contest was discussed. Ann Luck (NC) wasn’t aware of the rules/guidelines for the contest. Shereen Baker (CA) noted the information was contained in the sponsor’s letter. Norma Chastain (AZ) offered that there needs to be clarification regarding what is allowed and how many pins per state are allowed. Duplicate pins should not be counted toward the total.

**Adjournment.** Upon a motion by Jean Burgin (KY), seconded by Jennifer Novak (ID), the meeting was adjourned.

Respectfully submitted,
Cathy Hooe (VA)
Professional Journal Committee Meeting Minutes
Professional Development Seminar
October 9, 2014 Baton Rouge, LA

Call to Order
Jeff Renk, Vice-Chair, Professional Journal Committee, called the meeting to order at 3:50 p.m.

Attendance
The following members of the committee were present: Jeff Renk (WI), Vice-Chair, Ann Krekelberg (AK), Vice-Chair, Bernadette McNulty (CA), Steven Tilley (LA), Jacquelyn Delight (CA), Emily White (MO), Timothy Taycher (NV), Shelle Grim-Brooks (NV), Joe Prange (OR), Erin Gillitzer (WI). Other members in attendance were Russell Humphrey (TN), President-elect, American Society of Legislative Clerks and Secretaries (ASLCS), and Sarah Burhop (WI).

Old Business
Jeff Renk (WI) informed members from his correspondence with Chair Paul Smith that the 2014 Professional Journal was being edited and readied for printing and mailing sometime in October.

New Business
Jeff Renk (WI) opened the conversation with how to get more articles for the 20th anniversary issue that would be published next year in honor of Millie MacFarland (ME), past ASLCS president, who had passed away a couple of weeks ago, and who was very interested in keeping the Professional Journal vibrant.

The committee brainstormed about how to get more good articles:
- Bernadette McNulty (CA) commented that inviting our international members to write a comparative article on how their government works or what stage of development it is in would be interesting. She suggested possibly having them answer a template-type questionnaire that could be worked up into an article by a Professional Journal committee member. She also suggested asking people from other NCSL sections to write articles.
- Including photos of authors with the articles was considered a good idea now that it is easier to get them.
- Ann Krekelberg (AK) remarked that she had asked several people who had interesting legislative experiences to write about them and that had resulted in one article being written. Discussion ensued about how members had approached others who were very enthused about writing articles, but then didn’t get a chance to write them.

Emily White (MO) remarked that finding the Professional Journal online was still not very intuitive and suggested having a link to it on Facebook. Everyone thought that was a good idea.

Jeff Renk (WI) said he would like to ask permission from the Executive Committee to print the anniversary issue on higher quality paper to make it look special and to include the past nine years of articles in it. Timothy Taycher (NV) calculated that the anniversary issue could have as many as 243 pages. There was discussion about the cost of publishing. Bernadette McNulty (CA) remarked that mailing it would cost more than the printing. Using bulk mailing rates to different states was suggested.
Steve Tilley (LA) discussed his idea of writing about how voting on the floor is conducted. That was met with general enthusiasm and Jeff Renk (WI) suggested co-authoring the piece that could be a comparison of two states’ voting procedures.

**Adjournment** There being no further business, Vice-Chair Renk (WI) encouraged everyone to submit articles so that the Anniversary issue would be a robust publication and adjourned the Professional Journal Committee meeting at 4:30 p.m.

Respectfully submitted,
Ann Krekelberg (AK), Vice-Chair

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**Ask Mr. Mason…...**

Any reference to *Mason’s Manual of Legislative Procedure* is to the 2010 edition

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**Dear Mr. Mason,**
Recently during a subcommittee meeting, some of the members left and there was no longer a quorum. However, the meeting continued with testimony, debate and voting on the measures. It was not until the meeting had adjourned that the chairman realized what had happened. My question: Are the actions (votes) of the committee valid even though the votes were taken without a quorum?

s/Subpar Subcommittee Member

**Dear Subpar,**
According to *Mason’s Manual of Legislative Procedure* section 504-1, once a quorum is established its presence is presumed to remain unless a question of no quorum is presented or a recorded vote discloses the lack of a quorum. Also, section 502-5 informs that committees are governed by the same quorum rules as are legislative houses.

You state that no question of the absence of a quorum was presented. However, you do not characterize the votes taken as voice or roll call votes. In the absence of a roll call vote disclosing the lack of a quorum, the actions of your subcommittee are valid.

s/Mr. Mason

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Send your parliamentary inquiries to AskMrMason@ncsl.org. The inquiries that are chosen for response will be featured in an “Ask Mr. Mason” column in a future edition of the *Legislative Administrator*. This advice column can only be successful with your help. The Mason’s Manual Commission would appreciate your inquiries and will do its best to answer them in a manner that would make Mr. Mason proud.


Call to Order  The meeting of the Program Development Committee was called to order by Dave Byerman (NV), Chair.

Attendance  The following members of the committee were present: David Byerman (NV), Chair, Cathy Hooe (VA), Vice-Chair, Jamie Kruse (NE), Vice-Chair, Buddy Johnson (AR), Leslie Awtrey (AZ), Jean Burgin (KY), Judy Barrows (ME), Lisa Davis (MS), Lindsey Grovom (MT), Ann Luck (NC), Kim Cox (TN), Daniel Hicks (TN), Tammy Letzler (TN), Nanette Mitchell (TN), Patience Worrel (TX), G. Paul Nardo (VA), Lisa Gilmer (VA), John “Jay” Pearson (VA), Jeannine Layell (VA), Jackie Scott (VA), Jackie Scott (VA), Tara Perkinson (VA), Jay Braxton (VA), Lee Cassis (WV), Kristin Canterbury (WV), Patty Benskin (WY).

Other members/guests in attendance included: Norma Chastain (AZ), Sharon Soliere (AZ), Amy Leach (CA), Jacqueline Bell (MS), Alyce Horton (MS), Nancy Goodman (NC), Michelle Poole (NC), Denise Weeks (NC), James White (NC), Ann Marie Brown (TN), Greg Glass (TN), Mary Andrus (UT), Jennifer Christopherson (UT), Nancy Ellison (UT), Kathy Jackson (UT), Nathan Hatfield (VA), Maryann Horch (VA), Sarah Huber (VA), Barbara Lecarpentier (VA), Rose Ramsey (VA), and Marguerite Duda (WV).

Chair Byerman (NV) called the meeting to order and thanked the vice-chairs and the members for agreeing to serve on the committee. He stated that the task of the Program Development Committee is to develop a program for the 2015 Professional Development Seminar to be held in Raleigh, NC. It’s our job to “sell” the conference. We need to dream big and generate enthusiasm and excitement.

Approval of Minutes  Upon a motion by Jay Braxton (VA), seconded by Norma Chastain (AZ), the minutes of the last two meetings held May 3, 2014 during the Spring Meeting in Nashville, TN and August 19, 2014 during the NCSL Legislative Summit in Minneapolis, MN were approved.

Old Business  Chair Byerman (NV) asked committee members to dissect the Baton Rouge meeting by sharing what worked and what didn’t work. Norma Chastain (AZ) said additional time is needed to get from one session to another. She also suggested that the legislative staff breakout sessions should be divided, i.e., split up bill status, calendar, engrossing, indexing, and journal. Tara
Perkinson (VA) stated that smaller breakouts had been tried in the past and some of the groups had sparse attendance. She proposed that the Support Staff Committee might help coordinate the breakouts. Nancy Goodman (NC) thought maybe the length of the conference could be shortened. It was noted that the Sunday-Friday schedule, rather than Tuesday-Sunday, was warmly received by everyone.

Jamie Kruse (NE) noted the absence of a service project and asked if Denise Weeks (NC) might find a charitable cause for the 2015 PDS in Raleigh.

**New Business**  
President-Elect Humphrey (TN) addressed the committee. He indicated Program Development is one of the most important ASLCS committees. He said the Baton Rouge PDS has been outstanding.

Chair Byerman (NV) said the committee needs to meet frequently and recommended meeting more than three times per year. He would like for committee members to stay involved throughout the year in order to generate more perspectives and more ideas. He suggested using “Cover It Live,” a chat room where we can share documents, etc.

Chair Byerman (NV) proposed having a “People’s Choice” session in 2015, whereby the committee would submit an excess number of topics. The entire membership would then weigh-in and a favorite would emerge, which would be the “People’s Choice.” The topic receiving the least number of votes would be discarded. The concept generates excitement and creates ownership.

Regarding the program structure, it was suggested that staff breakouts occur early in the week, rather than later. Tara Perkinson (VA) said the breakout schedule is determined by the availability of the Capitol. Chair Byerman (NV) asked Denise Weeks (NC) to look into having the staff breakouts on Monday for the 2015 PDS. Chair Byerman (NV) asked the committee if they favor having two concurrent time slots with three sessions per slot to choose from, or would they favor having three time slots with two sessions per slot to choose from. The committee favored the latter. Norma Chastain (AZ) reminded the committee that we are here to learn and being able to attend three sessions instead of two would help to accomplish that goal.

Concerning substance, Judy Barrows (ME) questioned the applicability (job-related) of some topics in Baton Rouge. Nancy Ellison (UT) liked the paperless chamber session held in the past. Tara Perkinson (VA) suggested a journal proofreading session. She also suggested a session regarding how to handle subpoenas from the FBI and state police, as well as FOIA requests. Paul Nardo (VA) proposed a session relating to how we present our Capitols. As staff we come to work in these esteemed institutions that provide tours, exhibits, and websites for the public. How can we showcase our Capitols, keeping in mind the civics aspect as well? Norma Chastain (AZ) proposed we offer a session related to staff transitioning due to health issues/retirement. Denise Weeks (NC) inquired about a breakout regarding the requirements of a mock session for groups. Maryann Horch (VA) mentioned a previous meeting where the clerks/secretaries spoke about parliamentary procedure.

Chair Byerman (NV) concluded the meeting by asking the committee members to complete the 2014 PDS evaluation form and encourage colleagues from your state to do so. He will tabulate the results and share them with the committee. The lessons learned from the results will help us in planning for 2015. Liz Clark (AK) and her committee did an excellent job with the 2014 PDS.

**Adjournment**  
Upon a motion by Denise Weeks (NC), seconded by Tara Perkinson (VA), the meeting was adjourned.

Respectfully submitted,
Cathy Hooe (VA), Vice-Chair
**Call to Order**  The Roster Committee was called to order by Londi Ensor (AK), Co-Chair, and Crystaline Jones (AK), Co-Chair.

**Attendance**  The following members of the committee were present:
Londi Ensor (AK), Co-Chair, Crystal Jones (AK), Co-Chair

Other members/guests in attendance included Russell A. Humphrey (TN), ASLCS president; Susan Furlong (NV), ASLCS president-elect; Susan W. Kannarr (KS), ASLCS Secretary-Treasurer; Angela M. Andrews, Senior Policy Specialist, NCSL; and Deb Parker, Senior Staff Assistant, NCSL.

**New Business**  Co-Chair Ensor (AK) and Co-Chair Jones (AK) discussed possible ways in which to share information between the ASLCS secretary-treasurer and the Roster Committee co-chairs as both use much of the same information. There was discussion of using a master database and Google Docs to share information. current exchange of information and revisit possible ways to more efficiently share information.

Respectfully submitted,
Crystaline Jones (AK), Co-Chair
Call to Order  The meeting was called to order by Brad Young (OH), Chair.

Attendance  The following members of the committee were present: Brad Young (OH), Chair, Ann Cornwell (AR), Vice-Chair, Sara Armistead (VA), Vice-Chair, Gina Spartz (AK), Jacquelynn “Jackie” Schulz (AK), Pat Harris (AL), Joyce Wright (AL), Jennifer Novak (ID), Corey Carnahan (KS), Susan Kannarr (KS), Yolanda Dixon (LA), Kathy White (MO), Elaine Logan (MO), Lisa Davis (MS), Ann Luck (NC), Lenore Naranjo (NM), Joe Prange (OR), Kim Cox (TN), Daniel Hicks (TN), Tammy Letzler (TN), Nanette Mitchell (TN), Tracy Ortiz (TX), Lisa Gilmer (VA), Cathy Hooe (VA), Jeannine Layell (VA), Jackie Scott (VA), Jay Braxton (VA), Steve Marshall (VT), Sarah Burhop (WI) Greg Gray (WV), Kristin Canterbury (WV), Patty Benskin (WY).

Other members/guests in attendance included: Russell Humphrey (TN); 2014-15 ASLCS President, Julianna Singh (AK); Martha Hopson (AK); Sadie Ingalls (AK); Heidi Mayeux (LA); Jacqueline Bell (MS); Jim Madden (MS); Denise Weeks (NC); Terry Rumley (NC); Michele Poole (NC); James White (NC); Nancy Goodman (NC); Cyndy Johnston (OR); Greg Glass (TN); Scott Caffey (TX); Nancy Ellison (UT); Johnye Bennett (VA); Barbara Lecarpentier (VA); Sarah Huber (VA); Rose Ramsey (VA); Mick Bailey (WV); Sam Rowe (WV); Marguerite Duda (WV); and Robert Altmann (WV).

New Business  Denise Weeks (NC) encouraged members to attend the 2015 ASLCS Fall Meeting in Raleigh, NC. The conference dates are September 20-25, 2015. One of the social events will be a barbecue cook-off and select members will be the judges.

President-elect Russell Humphrey (TN) thanked the committee members for volunteering. He encouraged all members to become more involved and to sign up for chair and vice-chair positions. He explained the responsibilities of hosting the conference, budget considerations, and the role of the committee of assisting in the identification of potential sites and providing guidance to the host states.

Brad Young (OH), chair, opened discussion for suggestions of the 2016 site for the ASLCS conference. Idaho, Mississippi, and Florida were mentioned as possible sites. The conference will be celebrating its 50th anniversary, so the meeting should be organized around the celebration.

Susan Kannarr (KS) discussed the revision of the Host manual. Revisions include a more user-friendly format, updated budget figures, and description of a hybrid host state meeting. She explained the differences between traditional host, no-host, and hybrid-host state meetings.

Adjournment  Upon a motion by Brad Young (OH), Chair, seconded by Pat Harris (AL), the meeting was adjourned.

Respectfully submitted,
Brad Young (OH), Chair
Support Staff Committee Meeting Minutes
Professional Development Seminar
October 9, 2014 Baton Rouge, LA

Call to Order  The meeting of the Support Staff Committee was called to order by Jay Pearson (VA), Chair.

Attendance  The following members of the committee were present: Jay Pearson, Chair (VA), Mary Andrus, Vice-Chair (UT), Daniel Hicks (TN), Maryann Horch (VA), James White (NC), Jamie Kruse (NE), Michelle Poole (NC), Johnye Bennett (VA), Jennifer Christopherson (UT), Alan Whittington (TN), Kathy Jackson (UT), Jay Braxton (VA), Bo Hoover (WV), Steven Tilley (LA), Heidi Mayeux (LA), Nancy Ellison (UT), Erin Gillitzer (WI), Jacquelyn Delight (CA), Sarah Burhop (WI), Julie Bochat (MO), Joe Prange (OR), Kathy White (MO), Bernadet Martinez (NM), Joy Engelby (MO), Tracy Ortiz (TX), Marjorie Griffin (NV), Scott Caffey (TX), Elaine Logan (MO), Bonnie Hoffecker (NV), Marilyn Seaton (MO), Greg Glass (TN), Lucy Darris (MO), Stephanie Hall (AK), Carol Newton (MO), Gina Spartz (AK), Marguerite Duda (WV), Kristin Canterbury (WV), Tara Perkinson (VA), Martha Hopson (AK), Kim Cox (TN), Lisa Davis (MS), Tammy Letzler (TN), Jacqueline Bell (MS)

Approval of Minutes  Upon a motion by Lisa Davis (MS) the minutes of the last meeting held August 19, 2014, during the NCSL Legislative Summit in Minneapolis, MN, were approved.

Old Business  Chair Pearson (VA) let the committee know that he will keep in touch with the members via e-mail and encouraged all to sign the roll and provide e-mail addresses. President Humphrey reported that he had no new business for the committee at this time.

New Business  Chair Pearson (VA) explained that some of the responsibilities of the committee were to assist with staff breakouts, concurrent sessions, the legislative expo, and the Associate Exchange Program. A sign-up sheet was passed around for those that might be interested in participating in the Associate Exchange Program. Maryann Horch (VA) expressed support for the exchange program and said it was a very positive experience for those that have participated. Tara Perkinson added that she had participated in Minnesota and had a great experience. Virginia has also been a host state. Angela Andrews (NCSL) also stressed the importance of the Associate Exchange Program and encouraged members to sign up. Julie Bochat (MO) said that recaps of the exchanges go in the Legislative Administrator. Chair Pearson (VA) added that most of the planning and decisions for the upcoming PDS will be done at the Spring meeting. He encouraged all committee members to be thinking of ideas for staff breakout session and concurrent session and to respond to forthcoming e-mails.

Adjournment  With no further business to discuss the motion to adjourn was made by Julie Bochat (MO) and the meeting was adjourned.

Respectfully submitted, Mary Andrus (UT)
Technology Committee Meeting Minutes
Professional Development Seminar
October 9, 2014 Baton Rouge, LA

Call to Order The meeting was called to order by Vice-Chair Dana Miller at 2:30 PM

In attendance Dana Miller, Vice-Chair (MO), Joy Engelby, Vice-Chair (MO), Bonnie Alexander (ID), Ann Marie Brown (TN), David Byerman (NV), Londi Enson (AK), James Goulding (OR), MaryAnn Horch (VA), Crys Jones (AK), Ann Krekelberg (AK), Amy Leach, Jeff Renk (WI), Timothy Taycher (NV), Ellen Thompson (WY), Bob Ward (FL), Denise Weeks (NC), Emily White (MO), Alan Whittington (TN)

Approval of Minutes Upon the motion of Bob Ward (FL), and seconded by MaryAnn Horch (VA), the minutes from the August 19, 2014, meeting at the NCSL Legislative Summit in Minneapolis, MN were approved.

Russell Humphrey (TN), ASLCS President-Elect, introduced himself and welcomed all members.

Unfinished Business David Byerman (NV) provided the group with an update on the ASLCS Facebook group. The page has surpassed all expectations. The initial goal was to have 50 prior to the PDS in Baton Rouge, LA with a stretch goal of 100 members. The stretch goal was surpassed with a total of 104 ASLCS members participating at the beginning of the PDS. An additional 12 signed up at the Legislative Expo and four more potential members are pending. Since participation in the closed group is limited to dues-paying members, it has encouraged two retired members to renew their ASLCS membership. David reminded the committee that this was the first PDS where the Facebook group was live and the popularity of the site was growing daily. The page was initially authorized to be a pilot project, and has been approved to become permanent, to be revisited yearly.

The committee needs to appoint an Administrator for the Facebook group for the process of approving content and verifying new member requests. MaryAnn Horch (VA) nominated Tim Taycher (NV) for Administrator, which motion was unopposed.

Amy Leach (CA) suggested making a state-a-week post or challenge thread. Amy mentioned the Living Well at Work session as a potential starting point and having a state post a challenge to themselves, update their progress at the end of the week, then tag another state to start a challenge. Vice-Chair Dana Miller (MO) suggested the committee purge the Facebook group yearly of inactive members of the society. Members of the group must be on the roster and be an active dues paying member of the society.
**New Business**  There was discussion concerning revisiting the video specifications for the e-Learning Channel the society has on YouTube. The current standards were adopted in May 2012 and should be updated every 2-3 years to keep up with advancing technology. A work group was formed to review and update the current specifications. Members of the workgroup are: Vice-Chair Joy Engelby (MO), James Goulding (OR), Amy Leach (CA), and Emily White (MO).

There are currently 15 videos on the channel, and the committee will begin promoting the videos one at a time on the Facebook group page. MaryAnn Horch (VA) suggested a challenge video in which the winners of the challenge would be announced at each PDS.

Vice-Chair Dana Miller brought forward potential topics for next year’s PDS in Raleigh, NC. Topics include:

- Archiving and reference formats for preserving Institutional Knowledge (including scanning documents and other ideas)
- Social Media topics including updated technologies and policies
- David Byerman (NV) advised that Program Development committee may introduce the idea of having each committee identify an extra topic to present and then asking registrants to vote on which topic they would like to hear, and see which one wins the poll. That committee would then have the potential to present on two topics.

**Adjournment**  Motion to adjourn was passed with no opposition.
The Alabama Senate Chamber gets ‘Stately’ Makeover

When members of the Alabama Senate cast the first votes of a new term in January, longtime members would’ve been forgiven for thinking they were meeting in an entirely new chamber.

Gone was the warped Formica and dull grey acoustics fabric that had characterized the Senate’s home since moving into the Alabama Statehouse in 1985. The old look, which Senate Secretary Patrick Harris described as “Star Wars meets George Jetson,” was transformed in polished hickory furnishings and stately blue carpet.

Harris, who was elected to his second four-year term as secretary in January, said his goal was to create a “more stately look” in the chamber. He also focused on updating the communication options available to senators, adding Internet connections and USB ports to each member’s desk.

“We’ve had nothing but positive feedback from the members,” Harris said, noting the new chamber was a popular destination for political sightseeing even before January’s organizational session began. The chamber makeover was funded out of the budgets of Harris’s office and that of Senate Pro Tem Del Marsh. A key focus was to get the biggest possible bang for the state’s buck. Careful stewardship by Harris and his staff helped complete the extensive makeover for around $187,000, well below the already slender budget set when the project began.
“After thirty years, it was long overdue for a change and we were able to do that in a way that was efficient and, most importantly, cost effective,” Marsh said. “While the new chamber certainly has a ‘wow factor,’ it is also much more functional - and that will benefit everyone, from staff to members.” The desks and podium were built by carpentry students at J.F. Ingram State Technical College in nearby Deatsville, which offers classes to inmates of the state Department of Corrections.

“We couldn’t be more proud of the work they did,” Harris told the Montgomery Advertiser in December. “To get the project done, they had to dedicate at least four months to this project. They take a lot of pride in it.”

As workers stripped out the old furniture over the summer, Harris said, they uncovered a variety of items left by busy lawmakers the last three decades, including empty soda cans, ancient cigarette butts and at least one dead mouse.

Senate staff members transported and installed the new furnishings to further reduce costs. Statehouse computer experts rewired the chamber, connecting each member with the Senate voting system, the Internet and one another. A new sound system was installed by International Roll-Call. Statehouse Facilities Manager Bill Horn replaced traditional 100-watt incandescent lights with new 10-watt LED bulbs, providing the same brightness but use less electricity.

The Statehouse was never intended as a permanent home for Alabama’s Legislature, Harris said. Lawmakers met in the State Capitol until 1985. With that historic building due for renovation, the Legislature and other state offices moved across Union Street to the former Department of Transportation headquarters.

Legislators would meet in that “temporary location” for the next 30 years, only returning to the Capitol for a single legislative day in 2009 due to flooding. By 2014, the mold and warped Formica had become too glaring a problem to ignore.

“It was state of the art back in 1985,” Harris said, “but after 30 years, it was time for it to go.”
It’s Christmastime Down South
Brad Metcalf (KY)
Deputy Clerk of the Senate

Christmas is a special time in Kentucky, and we are well known for our personal brand of southern hospitality. Snowy mountains, rolling horse farms and natural scenery combine with holiday traditions that have continued for generations. Christmas at the Capitol is no different. Locals and tourists alike look forward to the decorating of the Capitol Rotunda that is beautifully wreathed in garlands. Poinsettias share this space with statues of prominent Kentucky figures such as President Abraham Lincoln; their many blooms reminding visitors of the beauty of the season. Even our Law Library gets visitors in the Christmas spirit with a whimsical tree; Kentucky law books are strategically stacked to form a large tree and then decorated with ribbon and garland.

Thanks to Chief Senate Clerk, Donna Robinson Holiday, the Kentucky State Senate is celebrating the holiday season with its first-ever Christmas tree in the Senate Chamber. Secretary Patsy Spaw and the Texas Senate made such a great impression by starting this tradition; we thought we would incorporate it into Kentucky’s Capitol Christmas celebration. The tree is adorned with ornaments decorated by an artist or organization from each Senator’s district. In this way, the tree is a reflection of the entire state, highlighting Kentucky’s state symbols and local attractions. The tree will remain in the Senate Chamber in the Capitol until January 5, 2015. After that, many of the ornaments will be donated to the Kentucky Employees Charitable Campaign that supports eight charities with over 1,100 programs and agencies, impacting every community in the Commonwealth.

Even though Christmas is a busy time for those working in the capital and legislative staff and members as they prepare for the January legislative session, the Capital grounds and buildings continue to reflect the festive season of Christmas and show the significance of the holidays in the Bluegrass State of Kentucky.
MASSACHUSETTS – 1st Essex House of Representatives General Election

Stephen Zerdelian
Staff Director, Massachusetts House Clerk’s Office

Every year there are countless close legislative races across the country. Each of them boasts their own particular story, some run-of-the-mill, some bizarre. Massachusetts isn’t immune to these tightly-contested, hard-fought tussles and November, 2014, supplied an interesting example to study. This one included such twists as provisional ballots, recounts and an unknown sticky substance gumming up a voting machine. In many ways it was a microcosm for the minutiae of the election process.

As the lower chamber of the Massachusetts legislature, the House of Representatives consists of 160 seats. The 1st Essex seat, from the northeast part of the commonwealth, had been held for twelve years by Democrat Michael Costello of Newburyport. The district is comprised of citizens from three communities, Amesbury, Newburyport and Salisbury. Costello tendered his resignation on September 15, 2014, less than two months before the general election was slated to be held. Ultimately, the race was mainly contested by Democrat Edward C. Cameron (Newburyport) and Republican James M. Kelcourse (Amesbury).

The polls closed on Tuesday, November 4, 2014, at 8:00pm and by 10:30pm, the tally saw Kelcourse, a city councilor in Amesbury, ahead by 21 votes; 6,966 for Kelcourse and 6,945 for Cameron. But just ninety minutes later, the town of Amesbury revised its numbers and the lead switched to Cameron, a Newburyport city councilor, by a total of 18 votes. Amesbury officials reviewed their tally sheets and realized what they believed was a typographical error (during the tabulation process), which led to Cameron’s increased total.

One specific area in question was Amesbury’s District 5, which experienced a voting machine failure. The failure was caused by a ‘sticky substance’, later thought to be of candy-like origin (Tootsie Roll, jelly candy or similar). Three hundred and eighty-five ballots had to hand-counted, delaying the process almost two hours and furthering confusion.

Meanwhile in Newburyport, 38 provisional votes were up for grabs. Provisional ballots are created when a prospective voter goes to cast a vote but his/her name is not on the voting rolls. Election officials permit the vote to be made by hand and set aside for later consideration. Generally these votes are not critical in the overall totals but in this case they proved to be important. If the votes were to be included in the overall tally, the voters in question would have to be researched to determine whether they should legitimately be allowed in Newburyport, based on current residential status. The district’s total of provisional ballots rose to 44 when six of the same were discovered in Salisbury.

By the next day, further review of the Amesbury numbers showed that the purported typographical error was not actually an error, and the count was reversed to where it stood previously. This twist in the tale put Kelcourse back ahead in the overall race. Meanwhile, the three hundred and eighty-five Amesbury votes affected by the machine malfunction were counted, as were votes in District 6, which also had a machine experience problems in accepting ballots. All this led to a further wait to determine a winner.

Once the dust settled, Kelcourse held an eleven-vote lead with the 38 provisional ballots in Newburyport waiting to be examined. This process took place on Friday, November 7, and lasted nearly two hours. Officials certified that 23 of the 38 were valid votes with Kelcourse being named on nine ballots and Cameron tabbed on seven...
ballots (other candidates had six while one was blank). The remaining 15 ballots were discarded because these voters were legally registered in other areas of the Commonwealth, making their 1st Essex votes invalid. This tabulation marked the end of the vote-counting process with Kelcourse holding a 6,980 to 6,969 lead – but it was hardly the end of the race.

The Massachusetts Secretary of State has rules stating that if an election’s final total is within one-half of one percentage point, an automatic recount is ordered for the entire district, at taxpayer expense. Given the close nature of this race (the official final totals were revised to 6,979 to 6,969 after a voter had deemed to have filled in two ovals on their ballot, nullifying one vote that had been counted for Kelcourse), this was a certainty. Both Cameron and Kelcourse did ask for a recount despite the fact that it was likely that there was to be an automatic recount ordered by the Commonwealth anyway. Cameron specifically requested a hand count while Kelcourse asked for one for procedural reasons (should there be legal proceedings later on).

With the Thanksgiving holiday looming, the entire recount process was delayed. The dates chosen were during the following week, Tuesday, December 2 (Newburyport), Wednesday, December 3 (Salisbury) and Thursday, December 4 (Amesbury). Results from all three recounts were due by 5:00pm on Friday, December 5, according to the legal counsel of the Secretary of State.

Kelcourse gained two votes during the recount vote in Newburyport to begin the process, pushing his lead to twelve votes. The recounts were done by hand at Newburyport City Hall with delegates from both parties closely monitoring the activities. There were a dozen absentee ballot envelopes included among the tabulation. Cameron and his legal representatives were concerned that three votes were ‘lost’ in Ward 3 (Newburyport) but the issue was laid aside and the ballots would not be searched for until ballots from Salisbury and Amesbury were counted. (If the final margin remained at a dozen or more after the other two towns are counted, the ‘lost’ ballots would not be pursued.)

A day later Kelcourse picked up another trio of votes in Salisbury, extending his overall lead to fifteen votes. Again the counting was done by hand at town hall (Salisbury), watched by delegates of both candidates and an increasing number of Republican entities. The seat has long been a Democratic stronghold so the fact that Kelcourse, a Republican, was on track to take it, has ramifications in the commonwealth. Since the party, which won the Governor’s race and had gained some traction in the legislature (despite still being in the minority) looked to try and win some more turf in this race.

Cameron did gain some territory through the third recount, nabbing three extra votes in Amesbury, but it was not enough to deny Kelcourse the seat. Some Cameron backers hoped for a significant gain in Amesbury (this was the town whose votes that fouled by the ‘sticky substance’, by now believed to residue from a Tootsie Roll) but it was not to be, Kelcourse prevailing by twelve votes. Once the recount was finished and the outcome clear, Cameron contacted Kelcourse directly to congratulate him. The official results were soon dispatched to the Secretary of State’s office for certification and the race was now finished.

When it was all said and done, James Kelcourse won the 1st Essex seat in the Massachusetts House by twelve votes out of approximately 17,000 votes cast. It was a hotly contested race which was run by two candidates that shared a mutual respect, if not the same political ideology, and it was a race in which every vote really did count. It may have taken an extra month to finalize the winner but the process was properly followed and a decision reached to everyone’s satisfaction, sticky substances, recounts and all.
Now that my official ASLCS title is Immediate Past President, I have some free time and would like to report to the Society about the CATTS meeting in Halifax, Nova Scotia in July, which I had the pleasure to attend. ASLCS was well represented at the meeting. Society members in attendance included Janice Gadd; Steve Marshall and his wife, Marianne; Butch Speer and his wife, Carol; Steve Arias; Pat Harris and Jane Richards and her husband, Flip. Denise Weeks had planned to be there, but a special session in North Carolina got in the way of her travel plans. Other international guests were present representing Australia, Scotland, Sri Lanka, the United Kingdom and Wales.

Due to travel delays, unfortunately I missed the welcoming reception on Monday that was held at the conference hotel, the Delta Halifax. The next morning all of the delegates were welcomed by the hosts, Neil Ferguson and Annette Boucher, and the business sessions commenced. There were five business sessions the first day including topics on security issues, methods of consultation, the changing role of the Clerk, the effect of a strong executive on parliamentary procedure, and looking towards the 42nd Parliament.

Lunch was hosted by the Lieutenant Governor of Nova Scotia, the Honorable Brigadier-General J.J. Grant, CMM, ONS, CD (Ret’d), and Mrs. Joan Grant at the Government House, which is their official residence. Our evening started out with happy hour at the hotel followed by a stroll towards the waterfront, with a stop for the group photo and then on to dinner at the Casino Nova Scotia. We dined in the Compass Room which allowed for breathtaking views of Halifax. On Wednesday, the hosts took the delegates and guests on a bus trip to the gorgeous and fertile Annapolis Valley. Our first stop was at the Grand Pré’ National Historic Site where we learned about the early settlement of the Acadia people in the area. Next on the day’s agenda was lunch followed by wine tasting served outside in the vineyard by the owner of Luckett Vineyards from the back of his pickup. The day closed with a visit to the Acadia University in Wolfville.

Back to business on Thursday with sessions on topics about risk management for organizations, keeping rules up to date with recent technology developments and bicameralism. The bicameralism session was especially entertaining as David Natzler, from the House of Commons, presented unicameral versus bicameral legislatures and related it to a marriage. His presentation style was fast paced and mixed with lots of humor. I wish I could have recorded it! The day ended with guest delegates presenting updates and comments. (Each was allowed 5 minutes to be exact and for some that was plenty but not so for others.)

The Seminar closed with a lobster supper served at the Shore Club. On the way to supper, we drove along a windy, beautiful coastline and stopped at Peggy’s Cove to view the scenery and Peggy’s Point Lighthouse. At the Shore Club they were cooking live lobsters in humungous pots of salted boiling water. (The appetizers included “all you can eat” steamed mussels.) I have never seen so many lobsters served at one time in my life! We were entertained with music and presented certificates as members of the "Order of the Good Time", Nova Scotia.

I feel fortunate to have had the opportunity to attend a CATTS Professional Development Seminar. It is important for ASLCS to continue nurturing their close association with our friends and colleagues from Canada.
# American Society of Legislative Clerks and Secretaries (ASLCS)

**New Principal Clerks and Secretaries**  
*As of Jan. 28, 2015*

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<th>State/Chamber</th>
<th>New Clerk/Secretary</th>
<th>Former Clerk/Secretary</th>
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<tr>
<td>Arizona House</td>
<td>Jim Drake, Chief Clerk</td>
<td>Cheryl Laube, Chief Clerk (retired Jan. 2015)</td>
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<tr>
<td>California Senate</td>
<td>Daniel Alvarez, Secretary</td>
<td>Greg Schmidt, Secretary (retired 10-15-2014)</td>
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<tr>
<td>Maine Senate</td>
<td>Heather Priest, Secretary</td>
<td>Derek Grant, Secretary (left legislature 12-1-2014)</td>
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<tr>
<td>Maine House</td>
<td>Rob Hunt, Clerk</td>
<td>Millie MacFarland, Clerk (passed away Sept 27, 2014)</td>
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<tr>
<td>Michigan Senate</td>
<td>Jeff Cobb, Secretary</td>
<td>Carol Morey Viventi, Secretary (moved to state agency, Dec. 2014)</td>
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<tr>
<td>Minnesota House</td>
<td>Patrick Murphy, Chief Clerk</td>
<td>Al Mathiowitz, Chief Clerk (retired 12-12-2014)</td>
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<tr>
<td>Missouri Senate</td>
<td>Adriane Crouse, Secretary</td>
<td>Terry Spieler, Secretary (retired 12-1-2014)</td>
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<td>Nevada Senate</td>
<td>Claire Chift, Secretary</td>
<td>David Byrman, Secretary (left legislature 11-5-2014)</td>
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<td>New Hampshire House</td>
<td>Paul Smith, Clerk</td>
<td>Karen Wadsworth, Clerk (retired 12-12-2014)</td>
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<td>Denise Ramonas, Chief Clerk</td>
<td>Steve Arias, Chief Clerk (left legislature 12-30-2014)</td>
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<td>North Dakota Senate</td>
<td>Jane Schaible, Secretary</td>
<td>William R. Horton, Clerk (retired January 2015)</td>
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<tr>
<td>Oregon Senate</td>
<td>Lori Brocker, Secretary</td>
<td>Robert Taylor, Secretary (left legislature Spring 2014)</td>
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<td>Oregon House</td>
<td>Timothy Sekerak, Chief Clerk</td>
<td>Ramona Kenady Line, Chief Clerk (retired May 23, 2014)</td>
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<tr>
<td>West Virginia Senate</td>
<td>Clark Barnes, Clerk</td>
<td>Joe Minard, Clerk (left legislature 1-14-2015)</td>
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<td>West Virginia House</td>
<td>Steve Harrison, Clerk</td>
<td>Greg Gray, Clerk (left legislature 1-14-2015)</td>
</tr>
<tr>
<td>Wyoming Senate</td>
<td>Ellen Thompson, Clerk</td>
<td>Diana Williamson, Clerk (retired 9-1-2014)</td>
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</tbody>
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Report changes to [Jeanne Mateau](mailto:Jeanne.Mateau@nclaislcs.org), NCSL/ASLCS Liaison
PLEASE MARK YOUR CALENDAR
2015 ASLCS Meeting Schedule

2015 ASLCS Spring Business Meeting
Clearwater, Florida
May 1-3, 2015

2015 NCSL Legislative Summit
Seattle, Washington
August 3-6, 2015

2015 ASLCS Professional Development Seminar
Raleigh, North Carolina
September 20-25, 2015

Russell Humphrey, Chief Clerk, Tennessee Senate
2014-2015 ASLCS President

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