



*American Society of Legislative Clerks and Secretaries*

**2018 Spring Business Meeting**

April 20–22, 2018

Renaissance Charleston Historic District  
Charleston, S.C.

**Preliminary Agenda**

March 8, 2018

*Free wi-fi available in all meeting rooms.*

Friday, April 20, 2018	
1-2 p.m.	<b>Budget and Financial Review Special Committee (tentative)</b> <i>Suites A and B – 1<sup>st</sup> Floor</i>
3-5 p.m.	<b>Registration and Information Desk</b> <i>Society Hall – 1<sup>st</sup> Floor</i>
5-7 p.m.	<b>Opening Night Reception at Hotel</b> <i>Suites A and B – 1<sup>st</sup> Floor</i>
Saturday, April 21, 2018	
8-9 a.m.	<b>Breakfast</b> <i>Suites A and B</i>
9-10 a.m.	<b>Committee Meetings – A</b> <ul style="list-style-type: none"> <li>• Bylaws and Standing Orders (<i>Suite C – 1<sup>st</sup> Floor</i>)</li> <li>• Inside the Legislative Process (<i>Sweetgrass Boardroom – 2<sup>nd</sup> Floor</i>)</li> <li>• Site Selection (<i>Palmetto Boardroom – 2<sup>nd</sup> floor</i>)</li> <li>• Technology (<i>Room 533, District Hospitality Suite – 5<sup>th</sup> Floor</i>)</li> </ul>
10-11 a.m.	<b>Committee Meetings – B</b> <ul style="list-style-type: none"> <li>• Membership and Communication (<i>Suite C</i>)</li> <li>• Legislative Administrator (<i>Room 533, District Hospitality Suite</i>)</li> <li>• International Communications and Development (<i>Palmetto Boardroom</i>)</li> <li>• Support Staff (<i>Sweetgrass Boardroom</i>)</li> </ul>
11 a.m.-Noon	<b>Committee Meetings – C</b> <ul style="list-style-type: none"> <li>• Professional Journal (<i>Room 533, District Hospitality Suite</i>)</li> <li>• Program Development (<i>Palmetto Boardroom</i>)</li> <li>• Canadian-American Relations (<i>Sweetgrass Boardroom</i>)</li> </ul>
Noon-1:30 p.m.	<b>Business Meeting and Luncheon</b> – <i>sponsored by International Roll Call</i> <i>Suites A and B</i>  <i>Presiding: Robert Haney, chief clerk of the Texas House of Representatives and ASLCS President</i>
1:30-3:30 pm (or immediately following the adjournment of the Business Meeting)	<b>Executive Committee Meeting</b> <i>Suite C</i>  <i>Presiding: Robert Haney, chief clerk of the Texas House of Representatives and ASLCS President</i>
1:30-2:30 pm	<b>Strategic Planning Special Committee</b> <i>Suites A and B</i>
2:30-3:30 p.m.	<b>Budget and Financial Review Special Committee (tentative)</b> <i>Suites A and B</i>

<p>3:30-5 p.m. (or immediately following the adjournment of the Executive Committee Meeting)</p>	<p><b>2020 Mason’s Manual Commission Meeting</b> <i>Suite C</i></p> <p><i>Presiding: Alfred “Butch” Speer, clerk of the Louisiana House of Representatives and chair of the 2020 Mason’s Manual Commission</i></p>
<p>6-9 p.m. (Bus will board from Renaissance at 5:15 p.m.)</p>	<p><b>Evening Reception and Dinner</b> <i>Low Country Boil and Oyster Roast at Fort Johnson</i></p> <p><i>Transportation provided between the Renaissance and Fort Johnson</i></p>
<p><b>Sunday, April 22, 2018</b></p>	
<p>8-9:30 a.m.</p>	<p><b>Breakfast</b> <i>Suites A and B</i></p>
<p>9:30 a.m.-Noon</p>	<p><b>Committee and Mason’s Manual Workspace (if needed)</b> <i>Suites A and B</i></p>