

ASLCS Executive Committee Meeting Minutes

ASLCS Conference Call

December 19, 2017

Call to Order

The meeting of the ASLCS Executive Committee was called to order by President Robert Haney at 12:33 p.m. (Eastern)

Attendance

A quorum of the executive committee was present with the following members in attendance: Robert Haney (Texas), president; Yolanda Dixon (La.), associate vice-president; Pat Harris (Ala.), president-elect; Paul Smith (N.H.), secretary-treasurer; Brad Young (Ohio); Bernadette McNulty (Calif.); William MaGill (Vt.); Tim Sekerak (Ore.); Jay Braxton (Va.); Sabrina Lewellen (Ark.); Alan Whittington (Tenn.).

Also present on the call was Holly South, NCSL Liaison to ASLCS.

Approval of Minutes

The minutes of the September 24, 2017 Executive Committee Meeting in Phoenix were presented. There were two changes made to the draft: one clarified that the ending balance of the Treasurer's report was \$48,112.95; the second clarified the acronym ASLCS. With those changes, Yolanda Dixon moved the approval of the minutes, seconded by McNulty, and the motion was adopted. The minutes of the September 29, 2017 Executive Committee Meeting in Phoenix were presented. Pat Harris moved to approve the minutes, it was seconded by McNulty, and the motion was adopted.

Approval of Treasurer's Report

President Haney recognized Paul Smith to present the Treasurer's Report for the dues account. The report showed an ending balance, as of December 15, 2017, of \$37,091.14. Of note in the report was that it included an amount of \$1170 being shown as income directly from NCSL during the period of February through August of 2017 that had not been reported by NCSL to the previous Treasurer. Bernadette McNulty moved the approval of the report, seconded by Whittington, and the motion was adopted.

Old Business

Holly South (NCSL) started with a review of the ASLCS financial accounts. She began with L190 and presented numbers as of November 30, 2017. Under new revenues (quarter 3), an additional \$485 was earned in interest. Phoenix fundraising, post PDS raised an additional \$8000, which brought the total raised for the Arizona fundraising to \$40,600.00. Additional miscellaneous income of \$240 came in from sales of pins and maps. \$20,000 was transferred from the WI education fund; equaling a total in 2017 revenue of \$76,067.55. New expenditures came in terms of the Summit (\$1796.40) and the PDS (\$42740.06). Additionally, 2018 host state gifts for the Madison PDS were expended in the amount of \$3,600. New miscellaneous 2017 expenditures totaling \$110.64 (credit card fees, FedEx) were also presented. 2017 total revenues

arrived at \$72,319.60. The beginning balance L190 for 2017 was \$179,497.98, after receipts and expenditures of 2017, the current balance stands at \$183,245.93.

Holly next discussed the LLCS Account: the total 2017 activity showed a negative amount of -\$18,198.53; however, the balance as of 11/30/2017 stood at \$5595.13 and with total amounts, we should be arriving at a balance of approximately \$20,242.43.

Holly next discussed the 2017 PDS Budget with the following highlights: 12 of 14 nights were comped for staff, and the total staff travel lines were under budget; faculty and guests were under budget due to less international guests; printing budget was over budget due to the unexpected cost of additional copies; the AV was over budget by nearly \$1400, after questioning about this 10% increase by Lewellen, the President noted that this number has been a moving target for the past few years, and was hopeful that we might get a better handle on these amounts moving forward; meal functions were nearly \$3000 over budget. The total expenses of the 2017 PDS were \$83,810.68 and the total revenues were \$92,553.11 for a net gain of \$8,742.43. The President thanked the prior executive committee for having the foresight to raise the registration fee; had that not happened the PDS would have likely been a net loss of over \$7000.

New Business

Travel Approval

The President sought approval for himself and President-Elect Harris to attend LSCC in Charleston, S.C. in January. A motion for approval was made by Bernadette McNulty, seconded by Braxton, and adopted. The President sought approval for coach class travel for Patsy Spaw to attend the 2018 meeting of ANZACATT in Perth, Australia, as his designee. Upon questioning about the cost differential between coach and business class, Harris and Haney suggested that cost could be between \$1500 and \$2000. Yolanda Dixon made the motion to approve, seconded by McNulty, and adopted.

Bylaws and Standing Orders

Tim Sekerak, committee vice chair, was recognized. He mentioned that the table of contents and index has been updated by the bylaws and standing orders committee after an e-meeting was held. McNulty moved to hold off on consideration until the Spring meeting due to lack of the document not being readily available. Smith mentioned that holding that up would result in the roster not containing the correct table of contents and index. McNulty withdrew her motion. Without objection, the President ordered that the document will be distributed to the members of the executive committee via email for their approval.

ASLCS Technology Initiative Update

The President reported there had been a conference call between ASLCS and NCSL principals. He wished to thank NCSL for moving so quickly on this. President Haney mentioned the particulars of what the intentions of our initiative are and how the software, run by NCSL, will work towards making our systems more integrated much better. The timeframes proposed by NCSL show a deliverable of October 2018, which he thought exceptional. He also thanked Claire Clift for her efforts in this process.

Strategic Planning

Nothing to report at this time, and this will be deferred until the Spring Meeting.

2018 Associate Exchange Program

Update from Holly South reported that 10 chambers have volunteered to serve as hosts; application deadline is Friday the 22nd, two applications so far with more likely.

Memorial Contributions

Bernadette McNulty moved, and seconded by Sekerak, to make a \$100 memorial contribution in the name of Todd Kenady, a former associate member, and son of former ASLCS President Ramona Kenady Line, who recently passed away. President Haney announced that Jim Harry, former Secretary of the Illinois Senate, and Past President of ASLCS (1999-2000) passed away on December 18 and asked for a motion to make the customary \$500 donation on his behalf. Sabrina Lewellen moved, seconded by Harris, that the memorial contribution be made. The motion was adopted.

Announcements

President Haney announced the Spring Meeting will be April 20-22 in Charleston, S.C. at the Renaissance Charleston, Historic District.

President Haney announced that Joel Kintsel is resigning his position to move to a different state agency, and will be vacating his position on Mason's as well and wished him well.

Adjournment

Pat Harris moved, and McNulty seconded, that the meeting stand adjourned; hearing no objection, the President declared the meeting adjourned at 1:23 p.m. (Eastern)

Respectfully Submitted,

Paul C. Smith
ASLCS Secretary-Treasurer