

# ASLCS Executive Committee Meeting Minutes

May 1, 2020

Via Zoom

## Call to Order

The meeting was called to order by President Paul Smith (N.H.).

## Attendance

A quorum of the Executive Committee was present with the following members in attendance: President Paul Smith (N.H.), President-Elect Brad Young (Ohio), Associate Vice-President Jay Braxton (Va.), Tim Sekerak (Ore.), Brad Hendrickson (Wash.), Carrie Maulin (Idaho), Ali Sagraves (Ohio), Bernadette McNulty (Calif.), Ron Smith (La), Joyce Wright (Ala.) and Pat Harris (Ala.).

Also present were Ann Marie Walp (Tenn.), Russell Humphrey (Tenn.), Susan Kannarr (Kan.), Buddy Johnson (Ark.), Jennifer Novak (Idaho), Melissa Bybee-Fields (Ky.), Morgan Speer (Colo.), Yolanda Dixon (La.), Heshani Wijemanne (Calif.), Neva Parker (Calif.), Maryann Horch (Va.), Joshua Babel (Ariz.), Holly South (NSCL) and Angela Andrews (NCSL).

## Approval of Minutes

Adoption of minutes from the December 19, 2019 meeting as moved by Carrie Maulin (Idaho) and seconded by Jay Braxton (Va.).

## Committee Reports

Ann Marie Walp (Tenn.), chair of the Legislative Administrator Committee, stated the printing office that was used was damaged by a tornado and the issue for Seattle will get out as soon as possible and this meeting would be rolled into the next issue.

Bernadette McNulty (Calif.), chair of the Professional Journal Committee, reported the committee is on track putting articles together and will have an issue out in October.

Neva Parker (Calif.), chair of the Support Staff Committee, discussed the Associate Exchange Program, suggesting that maybe participants could be delayed until next year without affecting the 2021 program. PDS planning is going forward.

Melissa Bybee-Fields (Ky.), Membership and Communication chair, reported on feedback for the committee's PDS concurrent session. The committee will move away from the Escape Room format and instead provide more information about the Society, with panelists for the Associate Exchange program and membership. There will be a conference call to get other ideas.

Buddy Johnson (Ark.), Inside the Legislative Process chair, reported that the committee has made progress and authorized Brad Hendrickson to look into developing a searchable and accessible product available on the web. Brad will be working with his IT department in Washington to provide a sample proof of concept product.

Carrie Maulin (Idaho), vice chair of the Bylaws and Standing Orders committee, reported that a subcommittee is working on updates to the Standing Orders and will provide a report to the full committee for adoption, which will then be brought to the Executive Committee.

Josh Babel (Ariz.), Technology Committee chair, said the committee is moving forward on providing a concurrent session for the PDS about remote sessions. He also discussed the committee's recommendation to record video of select PDS sessions – one session was recorded at the 2019 PDS – for the purpose of making these sessions available only to members of ASLCS. The committee is discussing a review of the videos in order to make sure appropriate steps are taken so sensitive information is not made public, as well as where to make videos available (e.g., Youtube) and drafting a release for people who will be recorded.

Darek Grant (Maine), reported on behalf of the 2020 PDS Host State Committee that the governor of Maine is discussing the opening of the State beyond essential employees and not sure what that will look like. They will have more information and more details in June and there should be more guidance from the governor about gathering size. Need to consider the vendors who will be used for the PDS, which could also affect the numbers for buses. The committee is halfway to their fundraising goal and feels confident that they could still get the necessary funding.

Susan Furlong (Nev.), chair of the Budget and Financial Review Committee, stated that the committee members are reviewing the various ASLCS accounts and will have a report for the Executive Committee this summer at the NCSL Legislative Summit in Indianapolis, Indiana.

Russell Humphrey, Site Selection chair, reported the committee's progress in revising the Host State Manual as well as that the committee has received Oregon's proposal to host the 2021 PDS. Tim Sekerak (Ore.), elaborated on the proposal.

## **Old Business**

### *ASLCS Account Review*

Holly South reviewed the ASLCS accounts housed at NCSL. LLCS shows one deposit, profit from the 2019 PDS of \$2185.87, leaving a balance of \$22,350.34.

L190 had little activity: a reimbursement from the host state for hospitality items of \$858.27 and a \$2,000 contribution from International Roll Call, originally intended for the (now-cancelled) Spring Business Meeting, that will instead be applied to the business lunch in Indianapolis this summer. Expenditures of \$10,430.00 result in a balance of \$173,267.96. There are also pending revenues in the amount of \$15,700.00 for the PDS in Maine.

### *Budget and Financial Review Committee*

Next followed a discussion of proposals from the Budget and Financial Review Committee: a report of dues-paying members and the amount of dues collected from the Secretary Treasurer so the Executive Committee can see how many are paying dues and if the amount charged for dues is adequate. There was also discussion about sending a survey about who would be willing to do fundraising for ASLCS. President Paul Smith appointed a subcommittee of Carrie Maulin, Susan Furlong and Jay Braxton to review the idea about fundraising from national companies.

## **New Business**

### *Roster Committee Mailing Account*

The Roster Committee submitted a proposal about setting up a mailing account (e.g., through USPS or Stamps.com) for postage and mailing, which would also benefit the Legislative Administrator. The proposal was adopted as moved by Bernadette McNulty and seconded by Carrie Maulin.

### *Mileage Reimbursement*

Next was a discussion about mileage reimbursement for officers who drive to a meeting rather than fly if the reimbursement would be less than the amount of airfare. Brad Young moved and Ali Sagraves seconded that mileage should be included into Bylaws with the understanding that it is to save the Society money. The motion was approved unanimously. This decision of the Executive Committee will be transmitted to the Bylaws and Standing Orders committee, which will consider which mileage reimbursement rate to be used.

### *2020 PDS*

Holly South, NCSL Liaison, presented three proposals based on attendance of 175, 125 and 100, stating that the hotel was willing to be flexible with the attrition rate. There was discussion about whether members would be able to travel to a PDS in Maine in order to determine if there should be a cancellation or a postponement. The Executive Committee will send out a survey about attendance for the PDS and then will meet again in June to discuss the information gained from the survey.

### *2021 PDS Host State Proposal - Oregon*

If the Maine meeting is delayed for a year, then Oregon would be agreeable to delaying hosting the PDS to 2023 as Arkansas is set for 2022. Discussion will be postponed until June.

### *NCSL 2020 Legislative Summit*

Holly South presented the schedule of ASLCS meetings and co-sponsored sessions at the Legislative Summit in Indianapolis, Indiana. The Executive Committee agreed to the schedule.

### *Travel Approvals*

Reimbursements for LSCC, CATTs and ANOMAC travel for ASLCS members slated to attend these meetings was approved as moved by Bernadette McNulty and seconded by Carrie Maulin.

### *Memorial Contribution for Carole Peterson, former Chief Clerk for the Utah House*

A \$500 memorial contribution will be sent in her name as moved by Bernadette McNulty and seconded by Jay Braxton.

## **Adjournment**

Bernadette McNulty moved and Carrie Maulin seconded; the meeting was adjourned at 2:45 p.m. Eastern.

Respectfully submitted,

William MaGill  
ASLCS Secretary-Treasurer