

# Bylaws and Standing Orders Committee Meeting Minutes

2017 ASLCS Spring Business Meeting  
Kansas City, Mo.  
Saturday, April 22, 2017

## Call to Order

The meeting of the Bylaws and Standing Orders Committee was called to order by Buddy Johnson (Ark.), Chair.

## Attendance

The following members of the committee were present: Buddy Johnson (Ark.), Chair, Janice Gadd (Utah), Maryann Horch (Va.), Paul Smith (N.H.), Patsy Spaw (Texas), Alfred Speer (La.).

Other members/guests in attendance included Susan Kannarr (Kan.), President of ASLCS.

## Approval of Minutes

Upon a motion by Paul Smith, seconded by Janice Gadd, the minutes of the last meeting held Thursday, Sept. 22, 2016 at the Professional Development Seminar in Boise, Idaho, were approved

## Old Business

Chairman Johnson announced there was no old business from the prior meeting.

## New Business

Chairman Johnson provided the committee with the assignments forwarded to the committee by the Executive Committee, to-wit:

1. Review the Table of Contents (ToC) and Index for the Bylaws and the Standing Orders;
2. Draft Language for the Standing Orders Section XVI(E) to allow the *Professional Journal* to be published online only; and
3. Develop language in the Standing Orders to require a vote of the Executive Committee before NCSL or the Host State Committee contacts a hotel procurement organization (such as Conference Direct) when planning a PDS.

Chairman Johnson lead a discussion of the Executive Committee's charges and this committee's processes for meeting the charges.

For charge no. 1: Chairman Johnson informed the committee that the Executive Committee intended to ensure the accuracy of the ToC and the index and that all new provisions are reflected in the ToC and the index. Chairman Johnson will communicate to the committee greater detail as to the scope of this charge. This discussion led to an agreement that the communication of Executive Committee actions that should be included in the Standing Orders was nowhere memorialized and thus occurred in a haphazard manner.

For charge 2: Paul Smith volunteered to lead the drafting subcommittee, to be assisted by Janice Gadd and Patsy Spaw, to propose language to the committee to amend S.O. XVI(E), which motion was agreed to without objection.

For charge 3: President Kannarr explained the kerfuffle which arose concerning the Phoenix PDS and the hotel procurement therefore. Alfred Speer volunteered to lead the drafting subcommittee, to be

assisted by Patsy Spaw, to propose language to meet the Executive Committee charge and the appropriate placement within the Standing Orders, which motion was agreed to without objection.

In reaction to the discussion of charge 1 the Committee discussed formalizing the channels of communication between the Executive Committee and the Bylaws and Standing Orders Committee thus insuring that Executive Committee actions are reduced to draft language by the Committee and then forwarded to the Executive Committee. Janice Gadd moved, seconded by Maryann Horch, that the Secretary-Treasurer be the officer tasked with communicating Executive Committee action to the Chair of the Bylaws and Standing Orders Committee, which motion was agreed to without objection. Janice Gadd volunteered to draft language for the Committee to review at their meeting in Boston.

### **Adjournment**

Upon a motion by Patsy Spaw, seconded by Maryann Horch, the meeting was adjourned.

Respectfully submitted,  
Buddy Johnson (Ark.), Chair