# The Legislative Administrator

## August 2000

### Table of Contents

President's Message.................................................................................................................. 1
Stories of Interest..................................................................................................................... 2
Technology Corner.................................................................................................................. 17
State to State............................................................................................................................ 18
Worth Noting............................................................................................................................ 25
Committee Assignments and Official Reports...................................................................... 27

*The Legislative Administrator* is the official newsletter of the American Society of Legislative Clerks and Secretaries, an organization of the state legislative administrators and parliamentarians affiliated with the National Conference of State Legislatures.

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A special “Thank You” to all who submitted photographs, articles and background material for inclusion in this edition. Your support is greatly appreciated.

*Cover Photo: “Sue,” the most famous T. rex the world has ever seen.  
Photo Credit: The Field Museum, Photographer: John Weinstein*
ASLCS members at work in Chicago
PRESIDENT’S MESSAGE

This is probably one of the more difficult letters one is called upon to pen. Without getting carried away with sentimentality, let me just say it has indeed been an honor and a pleasure to serve as your president during the last year — and work too!

I extend a most sincere thank you to those who volunteered or agreed to serve in leadership roles. As I mentioned in a previous communication, the responses I received to requests to serve in committee or other leadership positions were most heartening. I hope I get the opportunity to thank each of you personally in Wilmington. This Society is composed of a great group of people. The work ethic that typifies our everyday lives certainly permeates ASLCS.

It is always interesting to read Ed Burdick’s history of the Society (updated in the most recent ASLCS Journal). It illustrates how the Society has evolved into an increasingly active association over a period of many years.

This history is particularly pertinent this year given it is the beginning of the new millennium and the theme of our professional development seminar is bridging the past, present and the future.

Three plenary sessions including one on “Legislatures of the Future” have been scheduled in addition to numerous concurrent sessions and breakouts. Many of the committees have assisted Program Development in planning what promises to be an excellent seminar. Several retired or former presidents and associate vice-presidents of ASLCS have confirmed they plan to be in Wilmington and participate in our discussions.

Rumor has it there is a session entitled “Life After the Legislature” that is generating attention.

In addition to the substantive program, the North Carolina host committee – headed by Denise Weeks and Janet Pruitt – is planning outstanding social events several evenings. North Carolina promises to be a memorable meeting!

I had the pleasure in late July of leading a delegation to Guadalajara, Mexico for the ANOMAC meeting. I am pleased to report their organization is gelling with the election of a new slate of officers that had worked closely with the outgoing leadership. They plan to be represented at our meeting in North Carolina. As this is being written, Secretary-Treasurer Judy Hall in en route to Canada to represent the Society at the Clerks-at-the-Table meeting.

Thanks again to one and all for a great year.

See y’all in Wilmington!

Jim Harry
Sunshine, blue skies and friendly folks in bright orange shirts greeted the participants in NCSL's Annual Meeting.

More than 7,000 legislators, legislative staff, international delegates, lobbyists and others gathered in Chicago for the 6-day meeting. All 50 states, 17 foreign countries, three territories and the District of Columbia were represented. Eighteen committees of the Assembly on Federal Issues and the Assembly on State Issues, 10 staff sections, three task forces and numerous ancillary groups met. Almost 300 programs were held, and the topics ranged from "A" (Asset Forfeiture) to "Z" (Zero Tolerance). The keynote speakers included Speaker of the U.S. House of Representatives J. Dennis Hastart, Texas Governor George W. Bush, former Secretary of Commerce William Daley, National Public Radio correspondent Nina Totenberg, Pulitzer Prize winning author Garry Wills, and pollsters Peter Hart and Frank Lunz.

Balancing the meeting’s hectic work schedule, our Illinois hosts provided just the right blend of “wild” social activity — dinosaurs at the Field Museum and other critters at the Lincoln Park Zoo.

Many thanks, Illinois. You should be very proud. This was, indeed, a job well done!

But what’s to come? Texas Night gave us a small taste. It was just enough to whet our appetites for next year’s Annual Meeting in San Antonio. Hope to see y’all there!
In case anyone wondered why Diane Bell (FL), Sally Kittredge (NCSL) and I were not at the Navy Pier attending the meetings on the last day of NCSL — no, we were not shopping, we were a flurry of luggage as we left to catch our flight to Guadalajara, Jalisco, Mexico for ANOMAC’s Fourth Annual Conference. Jim Harry (IL), being the Host of NCSL in Chicago, needed to stay for the finale and didn’t join us until the next day. Steve Arias (NM) arrived on a later flight on Thursday evening.

Upon arrival in Guadalajara, the President of ANOMAC, Lic. José Antonio García Becerra and the Chief Clerk of Jalisco, Mario Antonio Hermosillo Ochoa, greeted us at the airport with a big Suburban (due to Sr. García’s previous experience with ASLCS ladies, he had anticipated the mounds of luggage).

We quickly learned that Guadalajara was the capital of the state of Jalisco and also Mexico’s second largest city. This city is historically rich in traditions — the Mexican Hat Dance, the rodeos, the splendidly costumed Mariaches, and especially the tequila. Recently, Guadalajara has come to be a favorite spot for vacationers and retirees.

Our hotel was situated in Guadalajara’s Centro Historico (the Historic Center found in the heart of the city). It was close to five plazas, bordered by museums, old historic municipal buildings, theatres and pedestrian zones. The plazas were all traversed by charming horse-drawn carriages.

The most distinctive landmark in the city is the magnificent Cathedral. The Cathedral, finished in 1618, houses numerous artifacts and masterpieces from Europe. Feeling confident about my navigational abilities, one day I ven-
tured out on my own, using the Cathedral as my landmark to get me back to the hotel. As I wandered throughout the city, I became enamored by its beauty and explored the side streets surrounding the Historic Center of the city. I walked and walked knowing that my landmark would guide me back to the hotel. I returned to the Cathedral to walk back to my room — but, due to the many plazas surrounding the Cathedral, unbeknownst to me, I kept going in the opposite direction of the hotel. Weary and frustrated, thirty minutes later, I asked a passerby for directions (luckily, yo hablo español). The gentleman very politely stated that I was going the opposite way. At this point in my adventure, I needed guidance to the hotel and the gentleman obliged by personally escorting me to the Holiday Inn; therefore, ending my attempts to venture out alone again. I could not believe that I was so close and yet, could not find the hotel!!!!

Diane, Sally, and I were delighted to encounter Craig James (British Columbia), Vice-President of the Association of Canadian Clerks-at-the-Table in the lobby of the hotel. I had been in contact with Craig via telephone for the past month helping him plan his trip to Mexico and was so happy to finally meet him and also relieved that he had arrived safe and sound. From that moment on, Craig became part of the American contingent! Later that evening, we proceeded to walk the two blocks to the Palacio del Gobierno, the State Legislative Building, a stunning government structure that immediately transported one back in time to a period and place we read about or see in the movies. We were given a special guided tour by the Jalisco Legislative Librarian of the Assembly Chamber. He described where members sat, including the Speaker and other officials. We were all surprised when he alluded to a state legislature in Mexico that offered no chair or desk for its Clerk in its Chamber. We were further told that the unnamed Clerk could only wander at will around his Chamber giving a new meaning to the term MBWA (management by walking around). After the reception, we were delightfully entertained at a wonderful authentic Mexican restaurant. We savored the atmosphere, food, and margaritas until finally at last, we returned to our hotel.

The following morning we all met for breakfast at the hotel and devoured the absolutely delicious fruit along with what appeared to be the normal Mexican fare. We then walked to the site of the official opening of the conference. The opening session included welcoming addresses from the Speaker of the House Assembly of Jalisco, the President of ANOMAC, the Chief Clerk of Jalisco, the Supreme Court Justice of Jalisco, and a representative from the Governor’s office. The theme of these addresses focused on the importance of the work being undertaken by the Clerks in the Mexican Legislatures. Following the official opening, all the participants meandered back to the Holiday Inn, where the remaining business sessions were held.

The ANOMAC conference sessions differ from those at ASLCS meetings. Their business meetings include formal presentations by guest speakers, followed by an extensive round table discussion on the topics. The formal business sessions included discussions on the following topics:

- **Formation of local governments in Mexico**  
  by Dr. Susana Tali Pedroza de la Llave
- **Constitutional controversies**  
  by Lic. José de Jesús Guidño Pelayo
- **The usefulness of a second chamber in Mexican State Legislatures**  
  by Dr. Manuel Gonzalez Oropeza
- **A current perspective on each Mexican State Legislature**  
  by Lic. Gerardo Sanchez y Sanchez
- **Perspectives from the international participants by ASLCS, Canadian Clerks-at-the-Table, ATELCA**

The sessions were inspiring and the debate lively with time needing to be extended to allow for all the members to engage in the discussion. In contrast to ASLCS, their meetings begin at 10:00 a.m., take a late lunch around 3:00 p.m., and then return to meetings that last until 10:00 p.m.

Late Friday morning, the American contingent set out for a city tour and we were fortunate to find a horse-drawn carriage for the hour-long
tour of Guadalajara. It was a wonderful way to learn more about the city. Upon the journey's end, the horse and driver received their usual fee — oats and pesos.

We all soon became accustomed to the Mexican life style of eating lunch at 3:00 p.m. and dinner at 11:00 p.m. Lunch on Friday was at a grand hacienda in the countryside. At its peak, this ranch consumed 30,000 acres of land and was home to more than 30,000 peach trees and 15,000 livestock. Craig James noted about the hacienda — “A magnificent dwelling you would have seen in an episode of Zorro.” Wonderful food, drink and camaraderie were found at this lovely spot and to my delight, it was further enhanced by a mariache band.

After the drive, and the return trip for the business sessions, fatigue began to set in, but we summoned the courage to attend another dinner reception to be served at the City Hall hosted by the Mayor of Guadalajara, Hector Perez Plazola. By this time, Jim had arrived and we all enjoyed the wonderful artwork and sculpture that adorned the City Hall. After many gracious speeches, food, and merriment, we returned to the comfort of our Holiday Inn.

Saturday morning began with our usual rendezvous in the hotel restaurant—this time to collaborate on our respective presentations scheduled for the business meeting that day. In preparation for our presentations, folders containing copies of our speeches (already translated to Spanish), the International Directory and The Legislative Administrator were distributed to the participants at the meeting. Jim presented a letter to the President of ANOMAC inviting him to our Professional Seminar in Wilmington, North Carolina, September 9-14, 2000. He also talked about the great opportunity it was to come to Guadalajara and become better acquainted with our Mexican counterparts. Jim commended ANOMAC for its success as an organization and hoped that the relationship and bond between ANOMAC and ASLCS would continue to thrive. I talked about the goals and objectives of ASLCS’s International Communication and Development Committee. Diane’s presentation focused on the role of the Assistant Clerk in the Florida House of Representatives. Sally gave a presentation on her role as Liaison, and Steve commended ANOMAC for its continued success. Significant to this conference was the fact that this was a momentous and historic occasion for ANOMAC — for the first time, representatives from five different countries were present: U.S.A., Canada, Costa Rica, El Salvador and Nicaragua.
After the international portion of the conference ended, we were escorted to Tlaquepaque where we were introduced to the work of spectacular artisans in the area. Lunch on Saturday was at an hacienda in Zapopan, known for its gracious, colonial ambiance. As at every event, mariachi bands played on, serenading all the guests with the most famous of all Mexican mariachi music. Naturally, it was time to have some fun. The women mariachi band members persuaded Jim and Craig to dance. With the notes emanating from the trumpets, guitars and violins of the band, I needed no encouragement to get up and dance. Diane and Sally were eventually drawn into the fray. So in no time, everyone was enjoying much laughter and dancing.

Saturday evening, the final reception was hosted by Tlaquepaque’s town mayor. Held in a converted church, we were again witness to the spectacular sounds of an all-female (early 20’s in age) mariachi band. They were the most sensational performers we had seen. As they entered the church, which had been our dining spot for the evening, they had everyone, especially me, dancing to the beat of this festive music. It was an incredible evening.

On Sunday morning, we had the opportunity to venture on our own. After my experience in the plaza, I decided to just attend mass and return to the hotel. At noon, we traveled to the town of Tequila, the home to the distilleries that produce this most Mexican of liquors. Surrounding the town are acres covered with the distinctive blue-green agave plant, indigenous to the state of Jalisco and responsible for the tequila’s distinctive taste. This tour of the grounds and the tequila distillery was hosted by the internationally acclaimed corporation, Suaza. A traditional meal was served in the outdoor patio where we were entertained by a young dance group from the community. We enjoyed lots of food, laughter, and bonding with old and new friends.

Sunday evening was time to say goodbye and pack for our early morning “wake-up” call at 4:45 a.m. for our flights from Guadalajara at 7:45 a.m. Twenty million people, it seemed, were trying to get through the same main door of the airport as we were, and before we knew it, a stream of travelers separated us from Craig. We had no problems with customs and immigration, and we boarded our Mexicana flight back home with many wonderful memories.

We all felt that the conference was a highly professional insight into the current structure of the Mexican State Legislatures. The host jurisdiction, Jalisco, is to be commended for the planning and design of this conference — no detail was overlooked and everyone agreed that it was most substantive, informative and productive. The hospitality and generosity of our Jalisco Hosts, along with all the members of ANOMAC, was outstanding and a further indication of the deepening bond between ANOMAC, ASLCS and all the international participants that were at this conference.
Overview

I had the distinct honor and pleasure to represent ASLCS at the Canadian Parliamentary Cooperation Seminar in Ottawa, Canada in early May. Ottawa, Canada’s capital, is a beautiful and culturally diverse city. Ottawa is located in Ontario on the banks of the Ottawa River. Hull, Quebec is just across the river from Ottawa.

The seminar was held from May 8 through May 17. I was not able to attend the entire program due to other obligations, but I was in attendance for one full week of the program. The program was extremely organized, comprehensive, and the hosts were very friendly and gracious. Prior to this seminar, no American clerk had attended the seminar, but this year, in addition to myself, Tom Duncan, Deputy Parliamentarian of the United States House of Representatives, was in attendance as well as: Mrs. Oleanvine Maynard, Clerk of the Legislative Council, British Virgin Islands; Mr. Peter Sibenik, Procedural Clerk (Research), Journals and Records Research Branch, Legislative Assembly of Ontario; Mr. Kailash Bhushan Tewari, Deputy Director, Lok Sabha Secretariat, Parliament of India; and Mr. Mutale “Joseph” Bwembya, Second Clerk Assistant of the National Assembly of Zambia.

I was fascinated by many different aspects of the experience including: the beauty and the cultural diversity of Ottawa; official recognition of English and French languages for all the institutions of the government and the Parliament of Canada which means that everyone has the right to use either language in Parliament and that the records and journals of both the House of Commons and the Senate must be in both languages; the provincial legislatures (assemblies) have no Upper Houses; there are no fixed terms of elected members of the government and Parliament; a Question Period, when Members (chiefly of the opposition parties) question Ministers and members of the government on government actions and policies; the number of political parties represented in Parliament; Senators are appointed not elected; all important legislation is introduced by the Government, including bills to spend public funds or impose taxes; the Rideau Canal (becomes a 4-mile long ice skating rink during the winter) and the wonderful staff of the Parliament. Most of all, I enjoyed meeting and talking to other seminar participants and the staff in the Canadian legislative environment. It does not seem to matter how many differences there might be between constitutions, rules, customs and procedures; there is a kinship with all of us who work in the unique environment of the legislative process and much that can be shared and learned from each other.

The Canadian Political System

In 1867, the British North America Act, now renamed the Constitution Act, was the instrument that brought the federation of New Brunswick, Nova Scotia, Upper and Lower Canada (the predecessors of the present day Ontario and Quebec) into existence as the nation of Canada. Currently, there are ten provincial governments and legislatures and three territorial governments. The head of state of the constitutional monarchy is Queen Elizabeth II. The Queen is represented federally by the Governor General, Adrienne Clarkson, and provincially by the Lieutenant-Governors. The Governor General governs through a Cabinet answerable to, and removable by, a majority in the House of Commons and thus answerable to the Canadian people. Currently, the Cabinet consists of 28 ministers and 9 Secretaries of State.

The Prime Minister, Jean Chretien, is the head of the government. The Prime Minister, normally the leader of the party that receives a
clear majority in the elections for the House of Commons, is actually appointed by the Lieutenant Governor following the election. The Prime Minister chooses the members of the Cabinet. All of them must be or become members of the Queen's Privy Council for Canada. By custom, almost all members of the Cabinet must be Members in the House of Commons, or, if not already Members, must win seats. If a national election gives a party opposed to the Cabinet (the government in office) a clear majority in the House of Commons, the Cabinet resigns and the Governor General calls on the leader of the victorious party to become Prime Minister.

Parliament, which occupies Centre Block of the Parliament buildings on Parliament Hill and overlooks the Ottawa River, is comprised of the Senate and the House of Commons. Parliament (or any provincial legislature) meets only at the royal summons and no federal or provincial bill becomes law without Royal Assent. Chief functions of Parliament include establishing a legitimate government through the electoral process, and the exercise of legislative and investigative powers to allow the government to work.

The Senate is comprised of 105 appointed members who are appointed by the Governor General on the recommendation of the Prime Minister. They hold office until age 75. Senators must be 30 years of age, a Canadian citizen, possess property worth at least $4,000, have a net worth of at least $4,000, and be a resident of the province from which they are appointed. The Senate can initiate any bills except bills providing for the expenditure of public money or imposing taxes. As there is only one government minister in the Senate, few government bills are introduced in the Senate. Most of the work of the Senate relating to bills is done in its 13 committees, where Members go over bills clause by clause and hear evidence, often voluminous, from groups and individuals who would be affected by a particular bill. The Speaker of the Senate, Gildas Molgat, is appointed by the Governor General on the advice of the Prime Minister. He presides over proceedings of the Chamber with the authority to maintain order, but he does not have a casting vote. While in Ottawa, our group had the opportunity to observe the Senate, and while seated in the gallery our group was introduced from the Senate Floor. I also had the distinct pleasure to meet and talk with Mr. Paul Belisle, the Clerk of the Senate, a number of different times during the week about our systems and the differences and similarities between our forms of governments.

The House of Commons is comprised of 301 elected members. In each of the country's 301 constituencies, or ridings, the candidate who gets the largest number of votes is elected to the House of Commons, even if his or her vote is less than half of the total. The number of ridings may be changed after every general census but every province must have at least as many Members in the House of Commons as it had in the Senate before 1982. Currently, there are five political parties represented in the House of Commons: Liberals, who are in control of the government, have 157 seats; the CDN Alliance has 57 seats; Bloc Quebecois has 44 seats; New Democrats have 20 seats; Conservatives have 17 seats; Independents have 5 seats; and there is one vacancy. The Speaker of the House, Gilbert Parent, is elected by secret ballot by the members and is responsible for overall administration of the House of Commons. The Speaker's most important role revolves around procedures in the House of Commons. The Speaker is the referee and arbitrator, interprets rules of procedure, and his rulings cannot be appealed. However, he does not determine what business the government wishes to discuss during a sitting of the House at the time scheduled for government business.

In the House of Commons, the party in control sits to the right of the Speaker and the opposition parties sit to the left of the Speaker. The Prime Minister and the Cabinet occupy the first few rows of desks near the center on the government side of the House of Commons. At the long table in the center of the room sit the Clerk of the House, the Deputy Clerk, and the other Table Officers, who keep the official records of decisions of the House. When I was in Ottawa, Robert Marleau was the Clerk of the House of Commons. I had the distinct pleasure and opportunity to meet and discuss a variety of matters with him. He is now the Special Advisor to the
Speaker of the House of Commons. Mr. William Corbett, who was the Deputy Clerk of the House of Commons with whom I also had the pleasure to meet and discuss matters of procedure and daily proceedings, is now the Clerk of the House of Commons. Ms. Audrey O’Brien is now Deputy Clerk of the House of Commons and Mr. Marc Bosc is now Clerk Assistant (Procedure and Administration). At the desks in the space between the government and the opposition sit the Hansard reporters, (the Hansard is similar to a verbatim journal), English and French, who take down the speeches word-for-word, for publication the next day. There is simultaneous translation, English and French, for all speeches. When sitting in the gallery, you can pick up an instrument similar to a telephone and turn a switch so that you can hear the proceedings in either French or English.

Prior to the opening of session each day, there is a procession from the Speaker’s Office to the House of Commons. When the Speaker takes the chair, the Sergeant-at-Arms lays the Mace (a gold-plated type of club which symbolizes the House’s authority) on the long table in front of the Speaker, and the Speaker reads the daily prayer. After certain routine proceedings, the House considers Government Orders on most days. One of the most fascinating proceedings is the Question Period when Members (chiefly opposition) question Ministers on government actions and policies. It is typically about 45 minutes each day. I had the opportunity to attend a couple of Question Periods. The discussion is extremely lively and includes for the lack of a better term, “cheers and jeers” by Members from the government and the opposition. It is unlike any debate type proceedings that I have ever witnessed.

Seminar Program Content Highlights

The content of the program was varied and interesting. I came back to Arizona with a box full of brochures, pamphlets and other information regarding the operation of Parliament. It is difficult to fully discuss all of the content of the program but an overview of the many topics of meetings and discussions included: Technology and the Table, which included meeting on the Floor of the House of Commons and continued in the Journals Branch for a demonstration of how the journals are done; training and services to members; research, drafting and publication of the House of Commons Procedure and Practice; the role of the Procedural Clerks and the research, drafting of Procedural Review and Procedural Digest; attendance at the Clerks Meeting in the House of Commons (the various clerks meet each morning to go over the day’s schedule and talk about potential procedural matters that may have to be dealt with during the day’s business); the role of a Table Officer in the Senate and their relationship with Senators, and other colleagues; the Senate Human Resources Directorate; the role and mandate of the Senate Finance Directorate, the Library of Parliament; an overview of multi-media services; the relationship between Canadian Clerks and the Presiding Officers and the duties of the clerks; administrative services; publications of the Hansard/Committees/Indexes of the House of Commons and practices and procedures in the House of Commons and its committees.

Conclusion

The seminar was an extremely valuable experience. It afforded me the opportunity to learn many aspects about different political systems and how other legislative environments operate. I wish to thank Jim Harry for asking me to represent ASLCS, the Executive Committee, the other seminar participants and all of the new friends that I met in Canada. I need to especially thank Susanne Kinsman and Carmen Pape (Seminar Coordinators), John Bejermi, (Logistics Officer), Andre Gagnon, (Deputy Principal Clerk of Parliamentary Exchanges) and everyone associated with the seminar for a job well done. You should be very proud of your efforts!

I hope many of you will attend the Joint Canadian-American meeting next year in Ottawa! More details will be forthcoming in the near future.
During 1996 and 1997, the Canadian-American Relations Committee, under the leadership of JoAnn Hedrick, worked on and developed the framework for an exchange program between Canadian-American Clerks and Secretaries. The proposal was approved by the Executive Committee and the Canadian Clerks-at-the-Table in 1997. Since its inception, there has not been much participation. Denise Weeks and Deborah Deller (Legislative Assembly of Ontario) participated in an exchange a couple of years ago. I know Denise thought the exchange was a very worthwhile experience. My recent experience at the Canadian Parliamentary Cooperation Seminar provided a unique opportunity to become acquainted with other systems and share ideas and information with other colleagues. Hopefully, many of you might have an interest in the program and would consider participating in an exchange.

The important points of the exchange program are as follows:

- The program is open to participation by both principals and associates;
- The visit should be no more than a week to ten days in length (the length of stay can be shorter);
- The visiting participant shall pay all travel expenses;
- The host clerk or secretary shall provide local transportation as well as room/board (preferably in a private home, or some other free accommodations);
- The visit should definitely be made while the host state or province is in session, thereby giving the visiting participant the best picture of the legislative process;
- The visiting participant should plan to "walk in the host's shoes" for the visit;
- The host shall prepare and submit in advance a work plan to cover the period of the exchange. The work plan may be modified by mutual agreement;
- The participants shall maintain a journal to be filed with ASLCS and the Clerks-at-the-Table for the use of future participants;
- Upon finalization of arrangements for an exchange to take place, the presidents of the respective organizations shall be asked to designate the participants to represent their respective society;
- The host or visiting participant should not be made to feel obligated in any way to reciprocate. Some states or provinces may be willing to host but not able to allow someone to visit and vice versa;
- A report from American participants in the program to The Legislative Administrator is strongly encouraged; and
- All states and provinces should be surveyed annually to determine willingness to either host or participate in an exchange.

The Canadian-American Relations Committee is charged with the responsibility of maintaining a list of principals and associates who are interested in the participating in the program. If you are interested in possibly participating in the program, or if you would like more information please contact me at: Norman Moore, Chief Clerk of the House, Arizona House of Representatives, Room 203, 1700 W. Washington, Phoenix, AZ 85007; phone (602) 542-3032; email: nmoore@azleg.state.az.us; and FAX (602) 542-4099.
PROPOSAL FOR EXCHANGE PROGRAM
CANADIAN-AMERICAN CLERKS AND SECRETARIES

WHEREAS, it is in the best interests of the American Society of Legislative Clerks and Secretaries and the Clerks-at-the-Table to enter into an exchange program, thereby enhancing the participants’ experience in the legislative process,

NOW, THEREFORE:
BE IT RESOLVED that

• The program shall be open to participation by both principals and associates; and
• The visit should be no more than a week to ten days in length; and
• The visiting clerk or secretary shall pay all travel expenses; and
• The host clerk or secretary shall provide local transportation as well as room and board preferably in a private home - or, if not feasible, free accommodations elsewhere; and
• The visit should definitely be made while the host state (province) is in session, thereby giving the visiting clerk or secretary the best picture of the legislative process; and
• The visiting clerk or secretary should plan to "walk in the host's shoes" for the visit; and
• The host shall prepare and submit in advance a work plan to cover the period of the exchange. The work plan may be modified by mutual agreement between the host and the exchange participant; and
• The participants shall maintain a journal to be filed with the ASLCS and the Clerks-at-the-Table for the use of future participants; and
• The Canadian-American Relations Committee of the ASLCS shall be the clearinghouse, maintaining a list of American Clerks and Associates who are interested in participating in the program; and
• Upon the finalization of arrangements for an exchange to take place, the Presidents of the respective organizations shall be asked to designate the participants to represent his/her respective society; and
• The host or visiting clerk or secretary should not be made to feel obligated in any way to reciprocate, some states and/or provinces may be willing to host but not willing to allow their clerk or secretary to visit and vice versa; and
• A report from American participants in the program to The Legislative Administrator should be strongly encouraged; and
• All States and Provinces should be surveyed annually to determine willingness to either host or participate in an exchange.

Resolution adopted in 1997 by the American Society of Legislative Clerks and Secretaries.
COLORADO

Lorraine Lombardi worked for the Colorado Legislature for 32 years in various capacities, and retired as Chief Clerk of the Colorado House of Representatives in June 1985. Lorraine is still involved in politics, working for candidates and issues that interest her. She is an artist and enjoys painting, and she also exercises, having been in an aerobics class since 1986. Lorraine has enjoyed her retirement, spending time with her daughter and grandsons. Lorraine lost her husband, Jimmy, last year.

Lee Bahrych started working for the Colorado Legislature in 1970. She became Chief Clerk for the Colorado House of Representatives in 1985 and retired in 1993, but she has never really left the capitol. Lee was solely responsible for the oral history program and traveled the state interviewing former members and archiving the tapes in the capitol. She continues to be an active member of the Capitol Advisory Committee, a committee that oversees Colorado’s historical building. Lee lost her husband, Max, last year.

Vi Jones started working for the Colorado House of Representatives in 1967 as a proofer and she retired as Assistant Chief Clerk in 1998. She is now raising her three great-grandchildren and seems to have more energy than ever. Isn’t there an old saying about children keeping you young?


Joan Albi, Secretary of the Senate 1988-1998, retired in 1998. Joanie just got married this spring to her long-time gentleman friend, Clyde Castle and is now living in Littleton, Colorado.

FLORIDA

Allen Morris, former Clerk of the Florida House of Representatives, is currently in an assisted living facility in Tallahassee. He was Clerk from 1966-1986, and Clerk emeritus/Historian from 1986-1995. Dr. Morris celebrated his 90th birthday a few months ago.

Joe Brown worked for the Florida Senate for many years and, in 1996, retired after serving 22 years as the Secretary of the Senate. Since then, he has been lobbying, enjoying his grandchildren, and staying busy on his farm.

HAWAII

Aloha from the 50th State! Former Senate Clerk and a long-time friend to many ASLCS members, T. David Woo, has been extremely busy with professional pursuits and his family since his retirement from the rigors of political challenges at the State Capitol.

Upon his retirement from the Hawaii Senate, David opened a law office in downtown Honolulu specializing in commercial law and arbitration and mediation as alternative dispute resolution processes. In addition, David was appointed to the First Circuit Court’s district court bench as a "per diem" judge who presides when called upon.

Temporarily sidelined by hip replacement surgery about a year ago, David has resumed his golf game to the delight of cohorts at Waialae Country Club and another East Honolulu golf course near Hanauma Bay.

Leisure travel for the Woo family has taken a back seat this year to travel to accommodate daughter, Tiffany. Tiffany, a recent graduate of Punahou School in Honolulu, will be attending UC Davis in the fall as a first year pre-med student. David and wife, Donna, have accompanied Tiffany to a freshman orientation session in Davis this summer. And they hope to accompany Tiffany to school in the fall as she checks in with her requisite PC, books, clothes and supply of snacks Hawaii kids enjoy . . . li-hing gummie bears, shoyu mochi crunch crackers, and noodles in a cup! If you’re ever in Honolulu, give David a call at (808) 531-6000.
NEW YORK

Catherine A. Carey, retired Clerk of the Assembly in New York, is currently an Assistant District Attorney in Buffalo, NY.

OHIO

Retired Clerks of the Ohio House of Representatives are listed below with the General Assemblies each served and current positions, if applicable:

Frederick E. Mills
122nd (1997-98); 121st (1995-96)
Vorys, Sater, Seymour & Pease, LLP (of Counsel)

William C. Schaeffer
120th (1993-94)
International Roll-Call Corporation

Dean L. Johnson
119th (1991-92)
OCSEA AFSCME Local 11 (Director of Legislation & Political Action)

William W. Pfeiffer
118th (1989-90); 117th (1987-88)
Careworks of Ohio (CEO & President)

Ty D. Marsh
116th (1985-86); 115th (1983-84)
City of Columbus (Mayor Michael Coleman’s Chief of Staff)

Richard C. Murray
114th (1981-82); 113th (1979-80)
Ohio Laborers’ District Council-OH Contractors Assoc. Coop. & Educ. Trust (Director, Ohio LECET)

Thomas R. Winters
112th (1977-78)
Vorys, Sater, Seymour & Pease, LLP (Partner)

Theodore R. Boring
111th (1975-76); 110th (1973-74)

Thomas A. White
109th (1971-72); 108th (1969-70)

Carl Guess
107th (1967-68); 106th (1965-66)

UTAH

NEWS FROM JOAN THOMAS

I served as Manager of Utah Senate Services for many years, and I retired about four years ago. During my years at the Senate, I was fortunate enough to serve on many committees of ASLCS and to attend the Annual Professional Development meetings of the society. Each state was unique and incredibly interesting, and legislative hosts provided us with special memories of the beauty of our United States.

My days are now filled with activity and joy, and both Ken and I are well. Our five children and their families live near us; and we are always attending school activities, games, and parties. We have a grandson living with us and attending the University of Utah. We have 13 grandchildren and 4 great grandchildren. We love our home; and while I quilt, write family histories, volunteer at school, spoil children, and work in my garden, Ken golfs! We are both voracious readers and are catching up on lots of book reading and writing. Of course, I spend hours on the computer. We continue to be interested in good government and watch closely what is happening in the legislatures and in Washington, D.C. Both Ken and I wish to extend to all of you our best wishes for success and happiness in your personal and professional lives. We miss our association with you very much.

WISCONSIN

A former member from the Wisconsin State Senate was:

Jerry Meyer, Assistant Chief Clerk of the Senate.

He was active back in the early 1970’s. After serving as the Assistant Chief Clerk for more than 20 years, he left that position in 1975. He continued to work for the legislature until his retirement in the mid 80’s. He is now living in Waunakee, Wisconsin and attended the Senate Reunion in May 2000.

His daughter is the current Assistant Chief Clerk of the Senate, Ms. Donna Doyle.
### 2001 Legislative Regular Session Calendar
#### As of June 29, 2000
Provided by the National Conference of State Legislatures

<table>
<thead>
<tr>
<th>State</th>
<th>Convenes</th>
<th>Adjourns</th>
<th>Comments</th>
</tr>
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<tbody>
<tr>
<td>Alabama</td>
<td>February 6</td>
<td>May 14</td>
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<tr>
<td>Alaska</td>
<td>January 8</td>
<td>May 8</td>
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<tr>
<td>Arizona</td>
<td>January 8</td>
<td>April 17</td>
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<tr>
<td>Arkansas</td>
<td>January 8</td>
<td>March 8</td>
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<tr>
<td>California</td>
<td>Dec. 4, 1999</td>
<td>Sept. 14</td>
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<tr>
<td>Colorado</td>
<td>January 10</td>
<td>May 9</td>
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<tr>
<td>Connecticut</td>
<td>January 3</td>
<td>June 6</td>
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<tr>
<td>Delaware</td>
<td>January 9</td>
<td>June 30</td>
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<tr>
<td>Florida</td>
<td>March 6</td>
<td>May 4</td>
<td>Organizational session begins Nov. 21</td>
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<tr>
<td>Georgia</td>
<td>January 8</td>
<td>mid-March</td>
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<tr>
<td>Hawaii</td>
<td>January 17</td>
<td>early May</td>
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<tr>
<td>Idaho</td>
<td>January 8</td>
<td>late March</td>
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<tr>
<td>Illinois</td>
<td>January 10</td>
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<tr>
<td>Indiana</td>
<td>January 8</td>
<td>April 29</td>
<td>Organizational session begins Nov. 21</td>
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<tr>
<td>Iowa</td>
<td>January 8</td>
<td>April 27</td>
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<tr>
<td>Kansas</td>
<td>January 8</td>
<td>late April</td>
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<tr>
<td>Kentucky</td>
<td>---</td>
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<td>No regular session in 2001; organizational session begins January 2. A constitutional amendment to change to annual sessions is on the November ballot.</td>
</tr>
<tr>
<td>Louisiana</td>
<td>March 26</td>
<td>June 18</td>
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<tr>
<td>Maine</td>
<td>Dec. 6, 1999</td>
<td>June 20</td>
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<tr>
<td>Maryland</td>
<td>January 10</td>
<td>April 9</td>
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<tr>
<td>Massachusetts</td>
<td>January 3</td>
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<tr>
<td>Michigan</td>
<td>January 10</td>
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<tr>
<td>Minnesota</td>
<td>January 3</td>
<td>May 21</td>
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<tr>
<td>Mississippi</td>
<td>January 2</td>
<td>April 1</td>
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<tr>
<td>Missouri</td>
<td>January 3</td>
<td>May 30</td>
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<tr>
<td>Montana</td>
<td>January 3</td>
<td>late April</td>
<td></td>
</tr>
<tr>
<td>Nebraska</td>
<td>January 3</td>
<td>early June</td>
<td></td>
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<tr>
<td>Nevada</td>
<td>January 5</td>
<td>June 4</td>
<td></td>
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<tr>
<td>New Hampshire</td>
<td>January 3</td>
<td>late June</td>
<td>Organizational session begins December 6</td>
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<tr>
<td>New Jersey</td>
<td>January 9</td>
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<tr>
<td>New Mexico</td>
<td>January 16</td>
<td>March 16</td>
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<tr>
<td>New York</td>
<td>January 3</td>
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<tr>
<td>North Carolina</td>
<td>January 24</td>
<td>early July</td>
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<tr>
<td>North Dakota</td>
<td>January 9</td>
<td>mid-April</td>
<td>Organizational session in December</td>
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### 2001 Legislative Regular Session Calendar, Continued

<table>
<thead>
<tr>
<th>State</th>
<th>Convenes</th>
<th>Adjourns</th>
<th>Comments</th>
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<tr>
<td>Ohio</td>
<td>January 2</td>
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<tr>
<td>Oklahoma</td>
<td>February 5</td>
<td>May 25</td>
<td></td>
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<tr>
<td>Oregon</td>
<td>January 8</td>
<td>early July</td>
<td></td>
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<tr>
<td>Pennsylvania</td>
<td>January 2</td>
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</tr>
<tr>
<td>Rhode Island</td>
<td>January 2</td>
<td>late June</td>
<td></td>
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<tr>
<td>South Carolina</td>
<td>January 9</td>
<td>June 7</td>
<td></td>
</tr>
<tr>
<td>South Dakota</td>
<td>January 9</td>
<td>late March</td>
<td></td>
</tr>
<tr>
<td>Tennessee</td>
<td>January 30</td>
<td>late May</td>
<td>Organizational session begins January 9</td>
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<tr>
<td>Texas</td>
<td>January 9</td>
<td>May 28</td>
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<tr>
<td>Utah</td>
<td>January 15</td>
<td>February 28</td>
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<tr>
<td>Vermont</td>
<td>January 3</td>
<td>mid-May</td>
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<tr>
<td>Virginia</td>
<td>January 10</td>
<td>February 24</td>
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<tr>
<td>Washington</td>
<td>January 8</td>
<td>April 22</td>
<td></td>
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<tr>
<td>West Virginia</td>
<td>February 14</td>
<td>April 14</td>
<td>Organizational session begins January 10</td>
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<tr>
<td>Wisconsin</td>
<td>January 3</td>
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<tr>
<td>Wyoming</td>
<td>January 9</td>
<td>early March</td>
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<tr>
<td>American Samoa</td>
<td>January 8</td>
<td></td>
<td>Second part begins July 9</td>
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<tr>
<td>District of Columbia</td>
<td>January 2</td>
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<tr>
<td>Guam</td>
<td>January 8</td>
<td>*</td>
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<tr>
<td>Puerto Rico</td>
<td>January 8</td>
<td>June 30</td>
<td>Second part runs September-October</td>
</tr>
<tr>
<td>Virgin Islands</td>
<td>January 8</td>
<td>*</td>
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</tbody>
</table>

**Key:**
* = Legislature meets throughout the year

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**Contact for More Information**
Brenda M. Erickson  
NCSL — Denver  
(303) 830-2200, ext. 258  
brenda.erickson@ncsl.org
Following publication of the 1989 revision of *Mason’s Manual of Legislative Procedure*, the National Conference of State Legislatures (NCSL) again requested that the American Society of Legislative Clerks and Secretaries (ASLCS) continue to update the Manual.

In 1991 the newly constituted Mason’s Manual Revision Commission began work on the 2001 revision. Three subcommittees, chaired by Mark Corrigan, Patrick O’Donnell, and Don Schneider, were formed and assigned chapters of the Manual for study. A fourth subcommittee, chaired by John Phelps, was assigned the study of possible new material to be included in the 2001 Manual.

West Publishing Company worked with the commission and provided new case law throughout the revision period. Commission members were assigned cases for study to determine which should be included. Footnotes in the 1989 revision were also reviewed for relevance to the revision. The 2001 Mason’s includes updated court cases and rules revised to reflect technological changes in legislative functions.

In addition to subcommittee chairs, ASLCS members of the commission are Stephan Arias, Hogan Brown, Patrick Flahaven, Greg Gray, Janet Jones, Ramona Kenady, Betty King, McDowell Lee, Clyde McCullough, Joe Mayo, Carole Peterson, Alfred Speer, Janice Thomas (resigned), and Larry Warden. Serving as active alternate members are Susan Schaar and Denise Weeks, with Karen Wadsworth serving as an associate member. Those who served on both the 1989 and 2001 revision commissions are Patrick Flahaven, chair, 1989; Mark Corrigan, Greg Gray, Betty King, Clyde McCullough, Patrick O’Donnell, John Phelps and Don Schneider.

These members deserve credit for their diligence and dedication to this sometimes tedious, always exacting, task. Their many years of combined experience in dealing with questions of procedural theory and history have made *Mason’s Manual* a valuable resource for legislators and legislative staff.

The commission concluded its work at the NCSL Annual Meeting in Chicago and unanimously voted to dedicate the 2001 edition of *Mason’s Manual of Legislative Procedure* to Joseph W. Mayo, Clerk of the House of Representatives in Maine, and to Clyde McCullough, Chief Clerk of the Senate in Tennessee, for their significant contributions to the revision process.

Betty King, Chair
Mason’s Manual Revision Commission
The 2000 Regular Legislative Session, which concluded on May 15, marked significant advances in the way technology and the legislative process interact. During the 1999 Regular Session, the Alabama House and Senate experimented with ACAS, Alabama Chamber Automation System, a new legislative computer information system. Some members were equipped with a laptop computer, provided they completed a required training class, which contained the ACAS program and Internet access. The results from the 1999 pilot program were so successful that the program was expanded to all members of the House and Senate during the 2000 Session.

ACAS provides members with unparalleled access to copies of bills and resolutions, vote records, committee schedules and agendas, any changes (amendments and/or substitutes) made to legislation, as well as a variety of other legislative information functions. Until now, many of these tasks would have required calling a House staff member or carrying home a cumbersome amount of legislation. This information is now only a click or two away. The response from House and Senate members has been overwhelmingly positive.

Finally, the House of Representatives is set to fill two vacancies left by distinguished and dedicated members of the House. Representative Joe Ford, who had served in the House since 1974, passed away after an extended illness. Additionally, Representative Bill Fuller, who was first elected to the House in 1983, resigned his seat after being appointed as the Commissioner of the Alabama Department of Human Resources.
A new class has been added to the curriculum of the Department of Political Science and Public Administration at Virginia Commonwealth University. The new class is State Legislatures: Theory and Performance, and will be team taught this fall by Jeff Finch, Deputy Clerk, Legislative Operations, House of Delegates; and Nancy Roberts, Manager, Human and Natural Resources, Division of Legislative Services.

The course is intended for advanced political science majors and students in the Master of Public Administration degree program who aspire to policy research, upper level executive branch, legislative staff, or lobbyist positions. The goals of the course are to allow students to understand the theory, functions, and organizational framework of the legislature; to gain an appreciation for the "citizen legislator" in the making of public policy; and to gain skills for working with members of the Virginia General Assembly, either as a public employee or private citizen. Through selected readings, guest speaker presentations, role-playing simulations, and group exercises, the course is designed to:

- Provide an overview of the functions of state legislatures and theories of legislative behavior;
- Identify characteristics of legislators and reasons they seek office;
- Assist in understanding how legislatures are organized, use information, conduct their work, and interact with governors, lobbyists, and the media;
- Assist in understanding the role of politics, the use of power, and legislative ethics in legislative decision making; and
- Provide an opportunity through discussions with individuals involved with the legislative process to learn about their experiences, including positive aspects and limitations.
There is no question that Kentucky's Constitution is archaic in many ways. The current one was adopted in 1891, literally during the horse and buggy days, when life was considerably different.

Kentucky's elected officials are reminded how outdated the state's Constitution is each time they are sworn in to office. All of them, both state and local, must take an oath swearing that they have never fought a duel, challenged anyone to one, or served as a "second" for someone fighting a duel. That portion of the oath always brings smiles because it is so out of step with the way we live today.

Over the years, there have been several attempts to amend the Constitution, and even a few attempts to replace it with an entirely new version more suited to modern times. Kentuckians are, on the whole, a traditional group, but although voters have never been convinced to adopt a new Constitution, an occasional amendment has been approved to address some specific need.

The process for amending the Constitution begins with the introduction of a bill proposing the amendment during a session of the General Assembly. Both the House of Representatives and the Senate then must approve the bill. It does not require the governor's signature, and the governor cannot veto a bill proposing a Constitutional amendment.

Once the measure has been passed by both chambers, it goes to the Secretary of State, who places the question on the ballot for the next general election. If a majority of voters approve, the Constitution is amended.

This fall, Kentucky voters will consider two proposed amendments that were passed during the 2000 session.

The first one is an attempt to streamline state government by abolishing the state's Railroad Commission, including the elected office of Railroad Commissioner. This legislation was sponsored by Sen. Ed Miller of Cynthiana and 13 co-sponsors.

When Kentucky's present Constitution was enacted in 1891, railroads were a much more prevalent form of transportation than they are today. There were no planes, cars or interstate highways, so rail was the most efficient way to move people and goods.

Times have changed, and while rail is still a viable form of transportation, its importance has decreased considerably. For that reason, many people feel that the state Railroad Commission no longer fills a need, and that Kentucky would be well served to turn its few remaining functions over to another state agency, saving money and eliminating a layer of government that many feel has outlived its usefulness.

A second amendment voters will be asked to consider would enable the General Assembly to meet annually rather than every two years as it now does. House Bill 936 was sponsored by House Speaker Jody Richards and several other House leaders, but the original version underwent several changes before winning approval.

The General Assembly now meets for 60 legislative days, or working days, every two years, always in even-numbered years, unless it is called into special session by the governor. If voters approve, the Constitution will be amended to enable the legislature to meet for a shorter session in odd-numbered years.

Lawmakers first would convene for a brief organizational session on the first Tuesday after the first
Monday in January. That session would be used to elect leaders for both chambers, adopt rules, organize committees, and introduce and consider legislation.

The General Assembly would then adjourn and reconvene on the first Tuesday in February and would be required to adjourn by March 30. During that session, lawmakers would consider legislation, including any bills that had been introduced during the first portion of the session, but not yet acted upon.

The amendment also would stipulate that any bills that raised revenue or appropriated funds could not become law until they were approved by three-fifths of all the members of each chamber.

During the 2000 session of the General Assembly, 1,441 bills were introduced, along with 378 resolutions. Those numbers have steadily increased over the past few sessions, and probably can be expected to continue to rise. Many lawmakers who supported House Bill 936 did so in the hope that annual sessions would reduce the amount of legislation placed before them each time they meet, allow more time to study individual bills, and provide an opportunity to make adjustments to the state budget as dictated by circumstances.

The bills proposing both Constitutional amendments faced some opposition in the legislature, but eventually won approval. Both issues now will be decided by Kentucky voters in November.
COLORADO STATE NEWS
By Debbie Haskins (CO)

The Colorado General Assembly rules limit individual legislators to five bills, however, permission can be granted by leadership for a late bill. This year a record number of late bills were introduced (493 House bills, 232 Senate bills), about 100 more than in any session since 1983.

One of the significant bills passed was designed to increase the accountability of public schools by expanding the statewide student assessment program and creating a letter grade system for grading public schools. The bill also requires that school report cards be available, enabling parents to compare the performance of different schools and school districts.

Guns and gun control were also big issues in Colorado. Bills were passed that will allow criminal background checks; ban negligence lawsuits against gun manufacturers; allow local police to enforce federal laws against buying a gun on behalf of a child or criminal; make it a crime to buy a gun for someone under 18 without parental consent; allow people to drive across the state without fear of arrest by local police.

A life safety project has been proposed for the Colorado state capitol. This project will include additional stairwells, a public address system, a fire alarm system including a smoke and heat detection system, an emergency elevator recall, an emergency power and lighting system, asbestos removal, and a smoke evacuation system. Currently this work is scheduled to begin in June 2001, and is estimated to take 36 months.

Each year the Colorado General Assembly adopts a series of proposals to study during the interim. One of these proposals is the study on reforms to the General Assembly. This committee, consisting of 15 legislators, is charged with studying the General Assembly, its legislative procedures, committee structure, and staff agencies in order to identify potential reforms and improvements. Another proposal is the study of management, storage, retrieval, and archiving of state records which includes state records management policy and compliance among state agencies.
Change of Leadership in the Senate

On June 14, 2000, Senate President Lane Beattie resigned to become the governor’s State Olympic Officer. The Olympic Officer coordinates the legal, financial, and intergovernmental arrangements for Utah’s hosting of the 2002 Winter Olympics.

President Beattie was elected to the Senate in 1988 and has been a member of leadership since 1991. He served as Majority Whip in 1991-92, Majority Leader in 1993-94, and was first elected President in June 1994, where he served for three terms. President Beattie had already announced he would not seek reelection in November; but when he was offered the position of State Olympic Officer, he decided to leave office early to accept this position. He always did welcome a good challenge! In September 1999, President Beattie was elected President of the Senate Presidents’ Forum and was presented with the National Republican Legislators Association “Leader-of-the-Year Award” during the NRLA awards luncheon at the recent NCSL annual meeting in Chicago.

At a caucus held June 28, 2000, Senator Lyle W. Hillyard was elected to succeed Lane Beattie as Senate President. Senator Hillyard has served in the Legislature since 1980 when he was elected to the House of Representatives. He was elected to the Senate in 1984 and has most recently been serving as the Majority Leader.

2000 Legislative Session Highlights

The 53rd Legislature of the State of Utah concluded its 2000 general session prior to midnight on March 1. Many good things were accomplished in the 45-day session including the passage of a mental-health parity bill requiring certain insurance carriers to offer coverage for catastrophic mental health treatment on the same level as physical illness.

From tobacco-settlement monies, the legislature appropriated $4 million for cancer research, $4 million for smoking prevention and cessation, and $1.5 million for drug courts. Additionally, it imposed new restrictions on drunk drivers, reckless motorists, and teen drivers; and increased the public education appropriation by $113.4 million. The legislature tightened lobbying laws, made it more difficult for mentally ill persons to obtain guns, and passed a law that will change Human Rights Day to Martin Luther King, Jr. Day. A total of 754 bills and resolutions were introduced, of which 393 passed. Five bills and one line item were vetoed by the governor.

Legislative Off-site Visit

Each year (usually in September) the entire legislature visits a different area of the state in an effort to “take the government to the people” who find it difficult or impossible, because of geographic location, to come to the Capitol to present their problems and concerns. The visits last for two full days and include opportunities for legislators to see first hand those areas that may be economically depressed, learn about innovative programs that have been developed with money appropriated by the legislature, see local industry in action, and meet with local public officials to determine how the legislature can better address their specific needs. In general, it gives the legislature a better understanding of the challenges rural communities are facing. This program has been very successful and well received by the communities whose citizens have been very gracious in welcoming and hosting legislators and legislative staff.

This year legislators will travel to Carbon County (population 21,643) where they will visit an elementary school, a mining museum, the College of Eastern Utah, a prehistoric museum/bone lab, a lumber recycling center, a power plant, and a coal mine. On the second day they will tour Emery County, known for its outlaw hideouts (Butch Cassidy), Goblin Valley and San Rafael Swell State Parks, and where history buffs can discover traces of early Indians,
prospectors, miners, and ranchers. Here legislators will visit a national historic conservation area, a high school, the Utah State University/College of Eastern Utah Higher Education Cooperative Project, a mine reclamation site, and the Museum of San Rafael. Each day will conclude with a two-hour town meeting where legislators will answer questions from local citizens.

**Former Legislator Dies**

The Utah Legislature was saddened by the recent death of former legislator, Stephen Rees, 53, who died of complications following a liver transplant in which his daughter donated 60 percent of her liver tissue for the procedure. Senator Rees was the first Utahan to receive a liver transplant from a living donor. He served in the legislature for 16 years — from 1981 to 1996 — first in the House of Representatives and then in the Senate.

**Life After Politics - Utah Style**

A retired senator, appointed to the Utah State Board of Regents following his retirement, recently attended a Democrat Senate caucus during which he was asked by a current senator if he could expect to be appointed to the Board of Regents after his retirement. The retired senator — a member of the Greek Orthodox Church — jokingly affirmed to the caucus (the majority of whom are members of the Latter Day Saints Church (LDS)), “Either that or sent on an LDS mission. I had my choice.” (Note: The humor in this story is that many retired senators and their wives do choose to go on LDS missions.)
You would think that we had had enough remodeling to last several years with our Chamber Automation System installation last summer, but here we go again!

We will be renovating one of our committee rooms and installing a videoconferencing system. This was supposed to be a project for summer 2001, but the Senate Rules Committee decided to go ahead with the project this year.

What started as a simple installation has grown and grown and grown. Senate Room A in the General Assembly Building is currently gutted, and preliminary work should be completed by August 4th. Then the new wiring for audio, computers, lighting, and the HVAC system will be installed. The projected completion date is the end of October. The system will be interfaced with Network Virginia, and members will be able to utilize facilities at their local community colleges and some four-year institutions instead of driving to Richmond.

We are excited about this project because several of our members have commutes of at least three to five hours for interim meetings that sometimes only last for a couple of hours. Some of our members from Southwest Virginia are closer to six other state capitols than they are to Richmond. This will save them travel time and save the state travel costs.

We have interviewed several legislative agencies and commissions and found there is a lot of interest in utilizing the system for a variety of purposes other than legislative meetings, including town meetings with constituents, interviewing out-of-state candidates for positions with the legislature, training classes, and bringing in expert witness testimony without travel costs.

We have observed with interest the ways in which Nevada, Alaska, and Texas use their teleconferencing systems and are excited about implementing our own system in the Virginia Senate.
Janet Jones, Chief Clerk, Kansas House of Representatives

ASLCS recognizes Janet Jones for long and distinguished service with the Kansas House of Representatives. Janet began her career as House Reader, became chief journal clerk in 1979 and has been Chief Clerk since 1988. She has greatly increased productivity and reliability in her office and assisted new leadership in effecting smooth transitions. Her special projects have included a CD-rom entitled “Kansas Lawmaker, New Member Orientation” and Chair of the Kansas Systems Review Team.

Janet has been instrumental in the dramatic changes the Kansas Legislature has experienced. It has become highly automated; timeliness and accuracy have improved, and information is published on the Internet.

Janet has been a major contributor towards the update on the Mason Manual Revision Commission. She was an appointed member of the American Society of Legislative Clerks and Secretaries’ (ASLCS) Executive Committee in 1996. She has been on numerous panels and committees and has been chair and vice chair of various ASLCS committees.

Betty King, Secretary of the Senate, Texas

ASLCS recognizes Betty King for a long and distinguished career with the Texas Legislature. She has served in many different aspects in the Senate. She has been an assistant to Senators, Assistant Journal Clerk, Journal Clerk and was elected as Secretary of the Senate in 1977. The Texas Senate honored Betty by resolution in 1997.

Betty was AOL Staff Chair in 1986-87, NCSL Staff Vice Chair the following year, and Staff Chair in 1988-89. She was President of the American Society of Legislative Clerks and Secretaries (ASLCS) in 1984-85. She received the Joseph A. Beek Distinguished Service Award in 1993.

Betty has been on numerous ASLCS committees and panels and is now the chair of the Mason’s Manual Revision Commission.

Betty’s professionalism and integrity are known to everyone who has served on a committee or panel with her. Betty has contributed much of her time to public service organizations in Austin and is a highly sought after speaker at civic and charitable functions. She is always working towards educating the public on the legislative institution and its processes. Betty was the recipient of the Outstanding Achievement Award for Government Service and selected as one of seven Outstanding Women in Texas Government in 1988.
On Sunday, June 25, 2000, the final day of the second extraordinary session of the Louisiana legislature, the House of Representatives in an extraordinary gesture of its own, paid tribute and said farewell to its retiring journal clerk, Edna Buras.

Speaker of the House Charlie DeWitt interrupted proceedings and took personal privilege to publicly acknowledge and honor Edna for her 30 years of service to the House of Representatives. The Speaker’s remarks were warmly accepted with a heartfelt standing ovation from the full House and staff. The Chairperson and members of the Louisiana Legislative Women’s Caucus also praised Edna for her pioneering efforts as the first woman to serve on the House front desk. A steady stream of members and coworkers visited Edna on the front desk that day to wish her well and say thank you for a job well done.

Edna began her career with the House in May 1970. In that time, she served under Governors McKeithen, Edwards (4 terms), Treen, Roemer, and Foster; and Speakers Garrett, Henry (2 terms), Hainkel, Alario (2 terms), Dimos, Downer, and DeWitt. She has worked for Clerks Cole, Poynter, and Speer.

To merely list the positions Edna has held during her career with the Louisiana House is to share only a piece of her legacy. She started work for the House as a computer data clerk, then moved on to bill status clerk, head page, proofreader, assistant journal clerk, and finally journal clerk. But her true worth has been her innovative and practical way of tackling tough jobs with a smile, a disarmingly kind word at a stressful time, and a positive attitude towards the often thankless and unnoticed tasks that keep the services we provide to our members and citizens timely and useful.

While we sadly admit we will miss Edna and her special charm, we will always remember her for her spirit, kindness, and dedication, and the special and gentle way she has touched so many lives through the years. As she leaves us to spend time with her husband, Ray, her children, Nancy, Stephen, and Claudia, and her precious grandchildren, we wish her all the best in life and health. Farewell, Edna.
MINUTES OF THE EXECUTIVE COMMITTEE
EXECUTIVE COMMITTEE

Jim Harry, IL
President

Pat Saville, KS
President-Elect

Judy Hall, OR
Secretary-Treasurer

Karl Lilly, WV
Associate Vice President

Frank Caggiano, SC
Appointed Principal

J.R. Rodrigue, CO
Appointed Principal

Ann Cornwell, AR
Elected Principal

Gwen Bailey, VA
Appointed Associate

Michael Linn, MN
Appointed Associate

Diane Bell, FL
Elected Associate

Denise Weeks, NC
Immediate Past President

Jeff Finch, VA
Immediate Past Associate
Vice President
Call to Order

President Jim Harry called the meeting of the American Society of Legislative Clerks and Secretaries Executive Committee to order.

Quorum

Members present:

Jim Harry, President
Pat Saville, President Elect
Judy Hall, Secretary-Treasurer
Karl Lilly, Associate Vice President
Ann Cornwell, Elected Principal
Diane Bell, Elected Associate
Frank Caggiano, Appointed Principal
J.R. Rodrigue, Appointed Principal
Gwen Bailey, Appointed Associate
Michael Linn, Appointed Associate
Jeff Finch, Immediate Past Associate Vice-President

A quorum was present.

NCSL Staff present:
Sally Kittredge

Introductions and brief comments were presented by NCSL Staff Officers: John Phelps, NCSL Staff Chair; Tom Tedcastle, NCSL Immediate Past Staff Chair; Diane Bolender, NCSL Staff Chair-elect; and Ramona Kenady, NCSL Staff Vice Chair-elect.

Approval of Minutes

J.R. Rodrigue moved that the reading of the minutes be dispensed with and that the minutes be approved. Diane Bell seconded. Motion carried by unanimous consent on voice vote. The minutes were printed in The Legislative Administrator.

President Harry asked that the Executive Committee move ahead on the agenda to hear the reports of the Millennium Committee and the Technology and Innovation Committee.

Special Committee Report — Millennium Committee

Frank Caggiano reported that several ASLCS Past Presidents have responded that they will be in attendance at the North Carolina meeting. Planning to attend are: Joe Brown, former Secretary of the Florida Senate; Maribel Cadmus, former Secretary of the Oregon Senate; Mouryne Dini, former Chief Clerk of the Nevada Assembly; Bryant Millsaps, former Clerk of the Tennessee House; Jane Richards, former Chief Clerk of the Arizona House; and Fred Schnabel, former Secretary of the Texas Senate.
Mike Linn clarified that ASLCS would be waiving their registration fees and paying for their lodging during the North Carolina meeting. He further questioned whether the society would be waiving the spouses’ registration fees. Further discussion was delayed until later in today’s agenda.

Technology and Innovation Committee

Sharon Carter, Chair of the Technology and Innovation Committee, presented copies of the proposed modifications to the ASLCS web site. Thanks were extended to Robert Haney from the Texas House for all his work on this project. Jeff Finch moved that the proposed modifications be adopted. Diane Bell seconded. Motion carried by unanimous consent on voice vote.

Approval of Treasurer’s Report

Judy Hall, Secretary-Treasurer, submitted the Treasurer’s report.

Ann Cornwell moved that the Treasurer’s report be adopted. Gwen Bailey seconded. Motion carried by unanimous consent on voice vote.

Old Business

ASLCS Account Summaries

Sally Kittredge reported that the Special Meetings Fund has a balance of $91,663.87 and the Shared Profits Account has a balance of $13,532.

Site Selection

President Harry read a letter from Senate President Brady Adams and Speaker Lynn Snodgrass inviting ASLCS to Portland, Oregon for the fall professional development seminar in 2002.

Standing Committee Reports

Program Committee

Linda Hawker, Chair of the Program Committee, reported that everything is on track for the meeting in North Carolina. Jeff Finch reported that since the international panel on the role of the clerk/secretary was so successful that a similar one be repeated in North Carolina. Linda Hawker will follow up on the suggestion.

Susan Schaar reported that the Bylaws Committee is recommending that in the appendix C1 (Guidelines for Videotaping ASLCS Meetings), delete letter “g” which states:

Any costs involved in the videotaping process shall be borne by the operators and not by the Society except that the Society may, at its discretion reimburse the operator for the cost of the film.

Pat Saville moved that the recommendation be adopted. Karl Lilly seconded. Motion carried by unanimous consent on voice vote.

Mason’s Manual (Standing Orders)

The committee discussed the subjects of vacancies, appointments and continuity of the Mason’s Manual Commission. As part of the discussion, Frank Caggiano suggested the Commission may want to consider three-year terms for members. Action on an amendment to the standing orders
regarding membership of Mason’s will be considered in North Carolina.

**Inside the Legislative Process**

Jeff Finch reported that the 1998 and 1999 issues will be completed in time for the North Carolina meeting in September and the work on the 2000 issue will be completed by the members of the committee. Carole Peterson questioned the accuracy of the 1998 issue since any information that would be affected by technology would be out of date two years later. President Harry responded that he would meet with the committee chair and report back in North Carolina. The general consensus was that if we do not publish the 1998 issue, a new survey should be sent out.

**New Business**

**Approval for International Travel Expenses**

President Harry announced that a phone poll had been taken to approve the airfare expense for Diane Bell to attend the ANOMAC meeting in Mexico as the Associate Vice-President designee.

Karl Lilly moved that Carmela Bills’ airfare travel be approved for the ANOMAC meeting in Mexico as the Chair of the International Communication and Development Committee. Ann Cornwell seconded. Motion carried by unanimous consent on voice vote.

**Tri-fold Brochures**

Mike Linn moved that Sally Kittredge be given approval to order a new supply of ASLCS informational tri-fold brochures. Diane Bell seconded. Motion carried by unanimous consent on voice vote.

Mike Linn offered to draft a standing order that would allow the NCSL Liaison to purchase needed supplies within a set limit without going before the ASLCS Executive Committee for each item.

**Legislative Staff Achievement Award**

J.R. Rodrigue reviewed the process for the Legislative Staff Achievement Award. The recipients for this year were Betty King, Secretary of the Texas; and Janet Jones, Chief Clerk of the Kansas House. J.R. Rodrigue questioned the timing of the notification of the recipients. Discussion on this subject was delayed until next year.

**Logo Items**

Karl Lilly moved that fifteen baseball caps be ordered for the North Carolina meeting. Ann Cornwell seconded. Motion carried by unanimous consent on voice vote. Further discussion on other orders is delayed until a later date.

**Millennium Committee, continued discussion**

The committee returned to the subject of registration fees for spouses of special guests at the annual meeting in North Carolina. The committee decided that registration fees would be waived only for the former officers. Discussion continued with the suggestion that the registration fee and lodging for the society’s one lifetime member, King Lear, former General Assembly Calendar Clerk from New Jersey, be waived. Mike Linn moved that the registration fee be waived and lodging in North Carolina be paid for King Lear. J.R. Rodrigue seconded. Motion carried by unanimous consent on voice vote.
Other Business

Legislative Staff Management Institute

President Harry announced that ASLCS had no applicants for the 2000 LSMI.

Australian Chapter of the Society of Clerks-at-the-Table

A delegation of clerks from Australia addressed the Executive Committee. They proposed an affiliation with ASLCS to promote stronger relations between the two organizations similar to that of the affiliation with the Canadian Clerks. President Harry thanked them for their proposal and responded that the Executive Committee would take this under consideration at a future meeting.

Adjournment

Karl Lilly moved that the Executive Committee be adjourned. Ann Cornwell seconded. Motion carried by unanimous consent on voice vote.

Respectfully submitted,
Judy Hall (OR)
Secretary-Treasurer
# ASLCS Treasurer's Report
## July 17, 2000

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning Balance (from March 20, 2000 Treasurer's Report)</td>
<td>$24,829.04</td>
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<tr>
<td><strong>Receipts:</strong></td>
<td></td>
</tr>
<tr>
<td>Membership dues received as of July 11, 2000</td>
<td></td>
</tr>
<tr>
<td>Principals</td>
<td>2,000.00</td>
</tr>
<tr>
<td>Associates</td>
<td>4,400.00</td>
</tr>
<tr>
<td>Voided Check #504 Louisiana Senate (check lost -- issued stop payment)</td>
<td>50.00</td>
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<tr>
<td>Voided Check #503 Louisiana Senate</td>
<td>100.00</td>
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<tr>
<td><strong>Subtotal</strong></td>
<td>6,550.00</td>
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<tr>
<td>Other receipts:</td>
<td></td>
</tr>
<tr>
<td>Joe Mayo Family Fund</td>
<td>7,345.00</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>7,345.00</td>
</tr>
<tr>
<td><strong>Total Receipts:</strong></td>
<td>$13,895.00</td>
</tr>
<tr>
<td><strong>Disbursements:</strong></td>
<td></td>
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<tr>
<td>Key Bank</td>
<td>22.79</td>
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<tr>
<td>(FDIC and Service Charges)</td>
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<tr>
<td>Wisconsin House (dues overpayment)</td>
<td>50.00</td>
</tr>
<tr>
<td>Louisiana Senate (dues overpayment)</td>
<td>50.00</td>
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<tr>
<td>Louisiana Senate (reissued dues overpayment because of lost check)</td>
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<tr>
<td>ASLCS 1999 Meeting Fund</td>
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<tr>
<td>Newsletter (printing)</td>
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<tr>
<td>ASLCS Stationery</td>
<td>45.00</td>
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<tr>
<td>Faye Blanton (Scanning for newsletter)</td>
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<tr>
<td>ASLCS Meeting Fund (2000 Annual Meeting)</td>
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<tr>
<td>Diane Bell (Mexican Meeting travel reimbursement)</td>
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<td>Jim Harry (Mexican Meeting travel reimbursement)</td>
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<td>Joe Mayo Family Fund Disbursement</td>
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<td><strong>Less Total Disbursements</strong></td>
<td>($19,670.14)</td>
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<tr>
<td><strong>Ending Balance General Account</strong></td>
<td>$19,053.90</td>
</tr>
</tbody>
</table>
COMMITTEE MINUTES

BYLAWS COMMITTEE

C.J. Beaty, FL
Faye W. Blanton, FL
Edward Burdick, MN
Frank Caggiano, SC
John Garrett, VA
Judy Hall, OR
Sven Lindquist, MN
Mary Jo Mongelli, NV
Norman Moore, AZ
Billie Jean Murray, WV
Patrick O’Donnell, NE
Pat Saville, KS
Jan Thomas, NV

Larry Warden, OK
Chair

Marilyn Eddins, CO
Associate Vice Chair

Susan Clarke Schaar, VA
Vice Chair

In attendance: Larry Warden (OK), Chair; Susan Clarke Schaar (VA), Vice Chair; Marilyn Eddins (CO), Associate Vice Chair; C.J. Beatty (FL); Faye Blanton (FL); Frank Caggiano (SC); Judy Hall (OR); Jim Harry (IL); Annette Moore (UT); Norman Moore (AZ); Pat Saville (KS); Brenda Ward (MD)

Larry Warden called the meeting to order and stated that there were no suggested changes in the bylaws.

A change in the Standing Orders to be submitted by the Mason’s Manual Revision Commission was discussed, but not reviewed since the document was not ready for distribution.

Frank Caggiano’s suggestion to delete Item (g) under the Guidelines for Videotaping ASLCS Meetings (Appendix C1) to the Standing Orders will be brought to the attention of the Executive Committee at its meeting July 17, 2000.

Larry Warden asked President Jim Harry if there was anything else he wanted the committee to review. There being nothing, the meeting was adjourned.

Respectfully submitted,
Larry Warden (OK), Chair
INSIDE THE LEGISLATIVE PROCESS COMMITTEE

Georgette Aberle, CO
Jane Atkinson, VA
Patty Dicks, CO
Patrice Dworak, MN
Molly Durham, IL
Joan Eilers, IL
Harle Glover, NV
Gregory Gray, WV
Patrick Harris, AL
Bo Hoover, WV
Ann Howard, VA
Dee Kirk, NJ
Cheryl Laube, AZ
Al Mathiowetz, MN
Joe Mayo, ME
Carol Newton, MO
Tara Perkinson, VA
Nancy Reynolds, WV
Hallie Rice, LA
Celia Richie, LA
Sheila Ryan, IL
Matthew Schuler, OH
Alice Shafer, WV
Dawn Smith, VA
Lee Smith, IN
Jacqueline Sneddon, NV
Ann-Marie Sweeney, PA
Kirsten Waid, AK
Susan Williams, VA

Laura Clemens, OH
Chair

Pat Mau-Shimizu, HI
Vice Chair

Connie Peltier, MN
Associate Vice Chair
The Inside the Legislative Process Committee met on Sunday, July 16, 2000 in Chicago, Illinois.

Those in attendance were: Laura Clemens (OH), Chair; Matt Schuler (OH); Jacque Sneddon (NV); Ann-Marie Sweeney (PA); Tara Perkinson (VA); Patty Dicks (CO); Georgette Aberle (CO); Sheila Ryan (IL); Scott Maddrea (VA); Patrice Dworak (MN); Cheryl Laube (AZ); and Brenda Erickson (NCSL).

The committee reviewed the list of chambers who have not yet returned the 2000 survey. Sixty percent of the surveys were outstanding and assignments were made among the members attending to contact those chambers, reminding them to complete and return the surveys as soon as possible.

The chair also informed the members that the Executive Committee agreed in Sante Fe to make Inside the Legislative Process a two-year committee assignment. This will enable the committee to complete the 1998 and 1999 surveys, as well as participate more actively in writing the 2000 survey and get it distributed in a timely manner. The committee will be able to review a draft of the 1998 and 1999 surveys at the fall meeting in Wilmington and make any necessary editorial changes. This should allow us to distribute the survey results later in the fall.

Committee members were assigned to write the survey results for the 2000 survey once all the surveys have been submitted.

The issue of putting future surveys on the website or distributing over the Internet was briefly mentioned as something the committee may want to look at in the future.

Respectfully submitted,
Laura Clemens (OH), Chair
Inside the Legislative Process
MEMBERSHIP AND COMMUNICATION COMMITTEE

Carmela Bills, VA
Elena Castaldi, TX
Lori Corley, WV
Ann Cornwell, AR
Cathy Ferguson, OR
Ramona Fitzgerald, NC
Linda Hanson, WI
Sandra Harris, VA
Virginia Harvey, VA
JoAnn Hedrick, DE
Pete Isaacs, MN
Ruby Johnson, LA
Karl Lilly, WV
Norma Lowe, AZ
Suzan McClelland, AL
Lisa McKenney, ME
Francine Misasi, NY
Sally Moody, OR
Jeanette Moore, VA
Joy O’Brien, ME
Janet Pruitt, NC
Rose Ramsey, VA
Eleanor Ringel, WV
Gail Romanowski, MN
Henry Shepherd, AL
Bob Sherrill, VA
Terry Spieler, MO
Shirley Wallace, NC

Bruce Jamerson, VA
Chair

Karen Wadsworth, NH
Vice Chair

Carmen Cauthen, NC
Associate Vice Chair
MEMBERSHIP AND COMMUNICATION COMMITTEE
July 16, 2000 - Chicago, Illinois

The meeting of the committee was called to order by the Chair, Bruce Jamerson, VA.

Members present included: Karen Wadsworth, Vice Chair, NH; Carmen Cauthen, Associate Vice Chair, NC; Carmela Bills, VA; Janet Pruitt, NC; Karl Lilly, WV; Ann Cornwell, AR; Elena Castaldi, TX; Linda Hopkins, TX; JoAnn Hedrick, DE; Vita Hardy, CT; Colleen Pacheco, MN; Norma Lowe, AZ; Ann Clark, CT.

Regional Breakdown follow-up: The Chair reviewed the Santa Fe decision to divide the country into six regions. The Regional Coordinators have all been appointed and the State Ambassadors have been chosen to communicate with Society members. Using this format will allow us to get information about the Society out in a timely fashion. We will use this breakdown to disseminate information to new members/attendees for the Professional Development Seminar.

When the minutes of this meeting are sent out, the Regional Breakdown/Coordinator/Committee members’ names will be sent out with it.

New Member/New Attendee Orientation: New Member/New Attendee Orientation will be held Sunday, September 10 from 9:30 – 11:30 a.m. Cupcakes, coffee and tea to be served. Sponsors for new attendees are reminded to bring gifts from their states for $5 or less. When talking with their new attendee, all are reminded to find out that person’s birthday for seating purposes.

The birthday party theme is still on. There was further discussion of decorations for the party. We will have party hats, favors, games, etc., including “Pin the Dome on the State Capital.”

Sally Kittredge was asked to obtain 4 large maps of the US, but also include Canada, Mexico, Australia, and Palau on the maps. She was also asked to have domes made up to pin on the capitals.

Every new attendee will receive a goody bag. The winner at each map will receive a special bubble surprise. The Virginia and North Carolina folk will get the stuff for the goody bags. On motion of Ann Cornwell and by acclamation, 75 bags will be prepared. A helium tank will be available for blowing up balloons, and the committee will meet one hour before the orientation session to fill balloons.

Other Activities: The New Member Reception will be held Saturday evening from 6:00 to 7:00 p.m. The menu includes lemonade and tea; crab dip/alternative dip and french bread; fruit tray.

The New Member/Attendee wrap up will be held on Wednesday, September 13 from 3:30 to 4:30 p.m. This will not include members of the committee. Salsa and chips will be served for this activity.

Financing: ASLCS normally budgets approximately $500 for expenses for the New Member/New Attendee Orientation. This year we felt that we would be in need of more funds, so committee member JoAnn Hedrick offered to raise funds for the committee. To date, she has raised $750 for the committee’s use. This money will cover the menus for the three events that are to be held. Other money will be spent on party favors, decorations, balloons, hats, goody bags, trinkets, etc.

Many thanks to JoAnn for all of her help.

Sponsors: Around the middle of August, the Chair will send out a letter to all new members and attendees that have registered for the seminar, welcoming them and giving them information about the meeting. He will e-mail the sponsors of new members so that they can get in touch with the new members/attendees before they arrive.

There being no further business, the meeting was adjourned.

Respectfully submitted,
Carmen Cauthen (NC), Associate Vice Chair
TECHNOLOGY AND INNOVATION COMMITTEE

Patricia Adam, SD
Nancy Alliegro, TX
Stephen Arias, NM
Diane Arrington, TX
David Avant, AL
Gwen Bailey, VA
Mick Bailey, WV
Judy Barrows, ME
Diane Bell, FL
George Bishop, VA
Carolyn Brown, MN
Hogan Brown, SC
Penny Cabaniss, VA
Ann Cornwell, AR
Mark Corrigan, PA
Larry Cottingham, OK
Judi Delfranco, ME
Donna Doyle, WI
Marguerite Duda, WV
Burney Durham, TN
Londi Ensrn, AK
Debra Fastner, MN
Barbara Ferguson, KY
Jeffery Finch, VA
Walter Fisher, TX
Patrick Flahaven, MN
Betty Kay Francis, TN
Karen Gerdes, SD
Jane Gill, NV
Robert Haney, TX
Vita Hardy, CT
Linda Hawker, IL
Mary Lou Holsapple, IL
Linda Hopkins, TX
Liz Isaacson, IA
Janet Jones, KS
Tim Kehoe, CT
Ramona Kenady, OR
Greg Kenworth, IL
Joe Koval, WV
Dave Larson, KS
Mike Linn, MN
Suzi Lowell, AK
Tim Madel, VA
Scott Magnuson, MN
Janet Muller, OK
Rick Nicholson, TN
Carole Peterson, UT
Lora Phillips, WV
Lois Pulliam, KY
Pat Rodgers, TX
Anthony Rossi, IL
Gail G. Schenck, VA
Don Schneider, WI
Jacqueline Shettle, CT
Patsy Spaw, TX
Brian Taylor, VA
Sandy Tenney, UT
Carolyn Tinkle, IN
Linda Tubbs, TX
Heidi Vogel, AK
Joel Warnick, WI
Denise Weeks, NC
Mary Beth Weil, VA

Sharon Carter, TX
Chair

Dave Larson, KS
Vice Chair

Brian Taylor, VA
Associate Vice Chair
The meeting of the Technology and Innovation Committee was called to order by the chair, Sharon Carter (TX), on Sunday, July 16, 2000, in Chicago, Illinois. The following members were present: Dave Avant, AL; Vita Hardy, CT; Diane Bell, FL; Debbie Brown, FL; Joan Eilers, IL; Mary Lou Holsapple, IL; Linda Hawker, IL; Greg Kenworth, IL; Janet Jones, KS; James Swain, KY; Judy Barrows, ME; Mike Linn, MN; Stephen Arias, NM; Mark Corrigan, PA; Burney Durham, TN; Pat Rodgers, TX; Linda Tubbs, TX; Carole Peterson, UT; Brian Taylor, VA; Jeff Finch, VA; Gwen Bailey, VA; George Bishop, VA; Tim Madel, VA. Also in attendance was the ASLCS President, Jim Harry.

The minutes of the spring meeting in Santa Fe were approved. The committee briefly discussed the technology-related topics for the 2000 Fall Seminar in Wilmington and the chair requested committee members to consider serving on the panels for those topics. A formal proposal for modifications to the ASLCS web site and the web site publication standards was discussed. The proposed modifications for the web site included a standardized format and menu bar for each page; the addition of a "Last revised..." date on each page; and a reorganization and streamlining of the content on the individual pages. The proposed modifications to the publication standards reflected the proposed changes to the web site and provided some flexibility for future development of the web site. The committee approved a motion to submit the proposals for modifications to the web site and publication standards to the Executive Committee for approval.

There being no further business, the meeting was adjourned.

Respectfully submitted,
Sharon Carter (TX), Chair
INTERNATIONAL COMMUNICATION AND DEVELOPMENT COMMITTEE

Georgette Aberle, CO
Stephen Arias, NM
Jane Atkinson, VA
Sharon Carter, TX
Ann Cornwell, AR
Walter Fisher, TX
Patrick Flahaven, MN
Gregory Gray, WV
Robert Haney, TX
Vita Hardy, CT
Sandra Harris, VA
JoAnn Hedrick, DE
Liz Isaacson, IA
Tim Kehoe, CT
Dee Kirk, NJ
Sven Lindquist, MN
Steve Marshall, VT
Joe Mayo, ME
Carole Peterson, UT
Pat Saville, KS
Susan Clarke Schaar, VA
Don Schneider, WI
Bob Sherrill, VA
Lee Smith, IN
Ann-Marie Sweeney, PA
Carolyn Tinkle, IN
Denise Weeks, NC

Carmela Bills, VA
Chair

Patty Dicks, CO
Vice Chair

Dowe Littleton, AL
Associate Vice Chair
INTERNATIONAL COMMUNICATION AND DEVELOPMENT COMMITTEE

July 16, 2000 - Chicago, Illinois

The International Communication and Development Committee was called to order by the Chairman, Carmela Bills, at the NCSL ASLCS meeting on Sunday, July 16, 2000, in Chicago, Illinois. The following members were present:

Bills, Carmela (VA)  Hedrick, Jo Ann (DE)
Dicks, Patty (CO)  Peterson, Carole (UT)
Carter, Sharon (TX)  Saville, Pat (KS)
Cornwell, Ann (AR)  Schaar, Susan (VA)
Hardy, Vita (CT)  Sweeney, Ann-Marie (PA)

The minutes of the last meeting held March 18, 2000, in Santa Fe, New Mexico were adopted.

The Committee discussed the Fourth Annual ANOMAC Conference which will be held in Guadalajara, Jalisco, Mexico on July 20-24, 2000. The Chairman reported that Jim Harry (IL), Carmela Bills (VA), Diane Bell (FL), and Sally Kittredge (NCSL) will be leaving for Guadalajara on Thursday July 20th. Folders containing Spanish translations of presentations, copies of the International Directory, “Cheat” Sheet, and The Legislative Administrator have already been prepared for distribution to the ANOMAC’s Chief Clerks at the meeting.

There was also some discussion on the preparation of the video on the International Communication and Development Committee of ASLCS. Denise Weeks (NC) sent a report that NCSL staff and Dan Shellenbarger from the Ohio House will be gathering footage at this Chicago meeting for the video. Jo Ann Hedrick (DE) will be preparing a draft containing information for Dan to use in the script. Carole Peterson (UT) will be sending photographs of the First Annual Meeting of ANOMAC in Hermosillo, Tabasco, Mexico and Susan Schaar (VA) will be providing photographs of the Australian Clerks meeting in Australia to the Chairman of the International Communication and Development Committee to use in the video.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Carmela C. Bills (VA), Chairman
LEGISLATIVE ADMINISTRATOR COMMITTEE

Gwen Bailey, VA
George Bishop, VA
Edward Burdick, MN
Carmen Cauthen, NC
Laura Clemens, OH
Lori Corley, WV
Marguerite Duda, WV
Marilyn Eddins, CO
Barbara Ferguson, KY
Judy Hall, OR
Ann Howard, VA
Ruby Johnson, LA
Annette Moore, UT
Pat O’Donnell, NE
Eleanor Ringel, WV
Matthew Schuler, OH
Alice Shafer, WV
Terry Spieler, MO
Heidi Vogel, AK

Faye W. Blanton, FL
Chair

C.J. Beatty, FL
Vice Chair

Diane Bell, FL
Associate Vice Chair
The Legislative Administrator Committee was called to order by Chairman Faye Blanton on July 16, 2000 in Chicago, Illinois.

Members present were: Faye Blanton, Chairman, FL; C.J. Beaty, Vice Chairman, FL; Diane Bell, Associate Vice Chairman, FL; Gwen Bailey, VA; Carmen Cauthen, NC; Laura Clemens, OH; George Bishop, VA; Scott Maddrea, VA; Debbie Brown, FL; Shelley McCabe, FL; Judy Hall, OR; Marilyn Eddins, CO; Dave Larson, KS; Annette Moore, UT; Jeannine Wood, ID; Millie MacFarland, ME; Dot Waugaman, NC; Matt Schuler, OH; Brenda Erickson, NCSL.

Approval of Minutes

C.J. Beaty moved that the minutes of the last meeting, which was held in Santa Fe, NM, be approved as printed in the June 2000 issue of The Legislative Administrator. Scott Maddrea seconded. The motion carried by unanimous consent on voice vote.

Discussion

Chairman Blanton thanked everyone for their assistance in encouraging ASLCS members to submit the articles that appeared in the last two issues of The Legislative Administrator.

A discussion was held regarding the content of the next issue which would include highlights of the NCSL Annual Meeting, feature articles, information on the upcoming ASLCS Professional Development Seminar in Wilmington, N.C., and a farewell message from President Jim Harry.

Chairman Blanton stated that since former members of the Society had been invited to the Wilmington meeting, she would like to include an article in the next issue of the Administrator entitled “Our Former Members – Where are They and What are They Doing Now?” She asked committee members to assist her in compiling this information on former members.

Adjournment

The meeting was adjourned at 2:30 p.m.

Respectfully submitted,
Faye Blanton (FL), Chairman
SITE SELECTION COMMITTEE

David Avant, AL
Mick Bailey, WV
Brad Bolin, IL
Mark Corrigan, PA
Larry Cottingham, OK
Judí DelFranco, ME
Patrice Dworak, MN
Betty Kay Francis, TN
Jane Gill, NV
Patrick Harris, AL
Bo Hoover, WV
Pete Isaacs, MN
Bruce Jamerson, VA
Janet Jones, KS
Ramona Kenady, OR
Joe Koval, WV
David Larson, KS
Karl Lilly, WV
Mike Linn, MN
Suzi Lowell, AK
Francine Misasi, NY
Jeanette Moore, VA
Norman Moore, AZ
Janet Muller, OK
Carol Newton, MO
Joy O’Brien, ME
Lora Phillips, WV
Lois Pulliam, KY
Nancy Reynolds, WV
Anthony Rossi, IL
Gail G. Schenck, VA
Henry Shepherd, AL
Dawn Smith, VA
Jacqueline Sneddon, NV
Sandy Tenney, UT
Karen Wadsworth, NH
Shirley Wallace, NC
Larry Warden, OK
The Site Selection Committee met on Sunday, July 16, 2000, in Chicago, Illinois. The meeting was called to order by Steve Arias, NM, Chair, who presided. The following members were present:

Dave Avant, AL; Claire Clift, NV; Mark Corrigan, PA; Patrice Dworak, MN; Bruce Jamerson, VA; Janet Jones, KS; Karl Lilly, WV; Mike Linn, MN; Norman Moore, AZ; Janet Pruitt, NC; Jacque Sneddon, NV; Karen Wadsworth, NH; Brenda Ward, MD; Larry Warden, OK.

Upon a motion by Karl Lilly, seconded by Larry Warden, the minutes from the March 18, 2000, meeting in Santa Fe, New Mexico were approved as written.

The Chair read a letter from the President of the Senate and the Speaker of the House of Representatives in Oregon in which they expressed their approval and support for the 2002 ASLCS Annual Professional Development Seminar to be held in Portland, Oregon. The Chair also indicated that the State of Maryland had expressed interest in hosting a future ASLCS meeting. Norman Moore, AZ, advised that Arizona is still interested in hosting the 2003 meeting and, hopefully, will be able to make a formal presentation at the 2000 ASLCS meeting in Wilmington, NC in September.

There was discussion among the committee members as to whether or not the ASLCS annual meeting should be held in cities which cannot accommodate the entire group in one hotel. Several members felt that if we limit the number of hotels, we will restrict locations for the meeting as some areas do not have large convention hotels which can accommodate our entire group as the number of attendees has increased over the past few years. A suggestion was made to include in the site selection guidelines that the size of the hotel and/or those within walking distance be considered when selecting a site. The Chair advised that he would present this to the Executive Committee.

Dave Avant asked for comments on whether or not ASLCS would want a block of rooms at NCSL 2001 in San Antonio. This will be discussed again in Wilmington in September.

There being no further business, the meeting was adjourned.

Respectfully submitted,
Janet Pruitt (NC), Vice-Chair
CANADIAN-AMERICAN RELATIONS COMMITTEE

Stephen Arias, NM
David Avant, AL
Carmela Bills, VA
Tony Cook, WA
Lori Corley, WV
Patrice Dworak, MN
Londi Ensor, AK
Gregory Gray, WV
Judy Hall, OR
Vita Hardy, CT
Patrick Harris, AL
Bo Hoover, WV
Ann Howard, VA
Pete Isaacs, MN
Liz Isaacson, IA
Joe Koval, WV
Sven Lindquist, MN
Suzi Lowell, AK
Lisa McKenney, ME
Joe Mayo, ME
Francine Misasi, NY
Joy O'Brien, ME
Carole Peterson, UT
Janet Pruitt, NC
Eleanor Ringel, WV
Susan Clarke Schaar, VA
Don Schneider, WI
Henry Shepherd, AL
Ann-Marie Sweeney, PA
Carolyn Tinkle, IN
Kirsten Waid, AK
Denise Weeks, NC
The meeting was called to order at 3:00 p.m. by Norman Moore, Chairman, in Room 206 of the Navy Pier. The members in attendance were:

Stephen Arias, NM; Dave Avant, AL; Carmela Bills, VA; Faye Blanton, FL; Ann Cornwell, AR; Judy Hall, OR; Vita Hardy, CT; JoAnn Hedrick, DE; Annette Moore, UT; Norman Moore, AZ; Carol Peterson, UT; Janet Pruitt, NC; Susan Schaar, VA; and Ann Marie Sweeney, PA.

The Chair thanked JoAnn Hedrick, the Vice Chair, for chairing the committee at the Spring Meeting in Santa Fe. The Chair provided an oral report of his trip to Ottawa, Canada for the Canadian Parliamentary Cooperation Seminar which was held in early May. The Chair reported that it was the first time that an American clerk had attended the seminar, that it was a unique and fascinating opportunity to learn about other political systems, and to share ideas and information from colleagues from many different legislative environments. Mr. Moore thanked ASLCS for being allowed to represent ASLCS at the seminar.

The Chair entertained a motion to approve the minutes of the last meeting of the Committee which was held in Santa Fe, New Mexico on March 18, 2000. Ann Cornwell moved, and Vita Hardy seconded, a motion to approve the minutes. The motion was adopted without discussion.

The Chair then provided the Committee with an update regarding dates for the Joint Meeting of Canadian and American Clerks to be held in Ottawa, Canada in 2001. A variety of dates in 2001 had been discussed with the Canadians: weekends in early July and August; Labor Day, and mid-October. The Chair recommended to the Canadians that the mid-October date might be the best due to the dates of frames for NCSL, the Canadian Clerks-at-the-Table, and the ASLCS Professional Development Seminar in 2001. After discussion, it was agreed that the mid-October date should be the first choice. Also, the committee pledged its support to assist the Canadian Clerks for the Joint Meeting by encouraging people to attend, providing panelists or any other assistance that was requested. It was noted that the Canadian-Clerks-at-Table would be meeting in early August to decide the date for the Joint Meeting. Their decision would be reported to the Committee at the meeting in Wilmington, North Carolina.

The Canadian-American Clerks and Secretaries Exchange Program was discussed. It was reported that the Committee is responsible for maintaining a list of those principals and associates that are interested in participating in the program. Discussion followed regarding ways to provide information about the program. The Chair indicated that he would write an article for The Legislative Administrator and would follow up with information on the ASLCS Listserv and letters.

There being no further business, the meeting adjourned at 3:20 p.m.

Respectfully submitted by,
Norman Moore (AZ), Chairman
PROGRAM DEVELOPMENT COMMITTEE

Gwen Bailey, VA
Mick Bailey, WV
Judy Barrows, ME
Charmion Billington, AZ
George Bishop, VA
Faye Blanton, FL
Brad Bolin, IL
Bernard Brady, DE
Carolyn Brown, MN
Sharon Carter, TX
Ann Clark, CT
Ann Cornwell, AR
Mark Corrigan, PA
Judi DelFranco, ME
Burney Durham, TN
Joan Eilers, IL
Debra Fastner, MN
Cathy Ferguson, OR
Barbara Ferguson, KY
Jeffery Finch, VA
Walter Fisher, TX
Betty Kay Francis, TN
Harle Glover, NV
Robert Haney, TX
Virginia Harvey, VA
Mary Lou Holsapple, IL
Bruce Jamerson, VA
Ruby Johnson, LA
Tim Kehoe, CT
Ramona Kenady, OR
David Larson, KS
Cheryl Laube, AZ
C.J. Leong, HI
Suzan McClelland, AL
Mary Jo Mongelli, NV
Janet Muller, OK
Rick Nicholson, TN
Connie Peltier, MN
Lora Phillips, WV
Nancy Reynolds, WV
Pat Rodgers, TX
J.R. Rodrigue, CO
Gail Romanowski, MN
Anthony Rossi, IL
Pat Saville, KS
Gail G. Schenck, VA
Judith Schultz, WV
Bob Sherrill, VA
Lee Smith, IN
Dawn Smith, VA
Jacqueline Sneddon, NV
Brian Taylor, VA
Sandy Tenney, UT
Linda Tubbs, TX
Karen Wadsworth, NH
Shirley Wallace, NC
Larry Warden, OK
Bev Wessing, IL
The summer meeting of the Program Development Committee was called to order at 3:00 p.m. on July 16, 2000.

Present: Linda Hawker, IL, Chair; Gwen Bailey, VA; Judy Barrows, ME; Debbie Brown, FL; Marilyn Burgess, KY; Sharon Carter, TX; Ann Clark, CT; Claire Clift, NV; Ann Cornwall, AR; Molly Durham, IL; Joan Eilers, IL; Jeff Finch, VA; Mary Lou Holsapple, IL; Bruce Jamerson, VA; Betty King, TX; Dave Larson, KS; Cheryl Laube, AZ; Scott Magnuson, MN; Millie McFarland, ME; J.R. Rodrigue, CO; Pat Saville, KS; Jackie Sneddon, NV; Larry Warden, OK; and Karen Wadsworth, NH.

Also in attendance: Jim Harry, IL, ASLCS President; Karl Lilly, WV, ASLCS Associate Vice-President; and Sally Kittredge, NCSL.

Ann Cornwell, AR, made a motion to approve the minutes of the March 18, 2000 Spring Meeting. Upon a seconding motion by Judy Barrows, ME, the minutes of the Sante Fe meeting were approved.

The Chair distributed and the Committee discussed the preliminary schedule for the Wilmington meeting. The committee discussed the need for additional participants on several sessions.

Gwen Bailey recommended that the “Life After the Legislature” session not run as a concurrent, given its high level of interest. Jeff Finch suggested that the opening plenary be reduced to two hours so we could accommodate Gwen’s suggested change. It was further recommended that since the “International Role of Clerk” was so well received in Chicago we might want to offer it as a replacement in the concurrent slot. Carmella Bills, VA, agreed to take the lead in putting the session together. The Committee agreed on all changes.

The Chair informed the committee that Jane and Flip Richards, AZ, had offered to offer a brief session on traveling tips, which had been tentatively added to the schedule. The Committee responded favorably that it be added to the Wednesday afternoon schedule.

Bruce Jamerson, VA, Chair of the Membership and Communications Committee, gave an overview of the new member reception and asked for additional sponsors for new members and attendees.

Sally Kittredge offered a report on the arrangements for North Carolina, indicating that the hotels are filling up. She indicated the online registration has been a great success. She expects registrations to exceed Idaho.

The Chair reported on efforts to include all returning clerks and secretaries on the program. She asked for volunteers to lead the various group breakout sessions.

There being no further business, upon a motion by Bruce Jamerson, VA, and seconded by Mary Lou Holsapple, IL, the meeting was adjourned.

Respectfully submitted,
Linda Hawker, IL, Chair
PROFESSIONAL JOURNAL COMMITTEE

George Bishop, VA
Edward Burdick, MN
Penny Cabaniss, VA
Carmen Cauthen, NC
Laura Clemens, OH
Marguerite Duda, WV
Molly Durham, IL
Marilyn Eddins, CO
Sandra Harris, VA
Janet Jones, KS
Hallie Rice, LA
Celia Richie, LA
Sheila Ryan, IL
Heido Vogel, AK
Mary Beth Weil, VA

Tara Perkinson, VA
Chair

Matthew Schuler, OH
Vice Chair

Larry Cottingham, OK
Associate Vice Chair
The Professional Journal Committee met on Sunday, July 16, 2000, in Chicago, IL.

Members in attendance: Tara Perkinson, VA, Chair; Matt Schuler, OH, Vice-Chair; George Bishop, VA; Carmen Cauthen, NC; Laura Clemens, OH; Marilyn Eddins, CO; Janet Jones, KS; Scott Maddrea, VA; and Sheila Ryan, IL.

The Chair expressed thanks to Tony Rossi, Clerk of the Illinois House, for printing and distributing the summer issue of the Journal, which should be distributed the first of August.

The Chair also thanked the vice-chairs and the editorial board for their commitment and hard work this year.

The Chair informed the committee that three authors had committed to submit articles for the 2000 fall issue. Topics include civic education, legislatures of the future, and the role of the Clerk in Australia. The Chair is working on commitments for other articles. The deadline is September 15.

The Committee discussed plans for the Spring 2001 issue, which has a deadline of December 1.

Respectfully submitted,
Tara H. Perkinson (VA), Chair
Roster Committee

Jane Atkinson, VA
C.J. Beaty, FL
Diane Bell, FL
Elena Castaldi, TX
Patty Dicks, CO
Jane Gill, NV
Karl Lilly, WV
Mike Linn, MN
Norma Lowe, AZ
Sally Moody, OR
Jeanette Moore, VA
Carol Newton, MO
Patrick O’Donnell, NE
Lois Pulliam, KY
Rose Ramsey, VA
Alice Shafer, WV
Jacqueline Shettle, CT
Terry Spieler, MO

Donna Doyle, WI
Chair

Linda Hanson, WI
Vice Chair

Moni Rohr, WI
Vice Chair
The Roster Committee meeting was called to order by Donna Doyle.

Present: Donna Doyle, Wisconsin; C.J. Beaty, Florida; Patty Dicks, Colorado; Norma Lowe, Arizona; Vivian Lacorte, Arizona; Diane Bell, Florida; Mike Linn, Minnesota; Karl Lilly, West Virginia.

The Chair reported that the Roster is currently at the printer. It should be ready to be mailed to members in early August.

The committee discussed ways of getting a better response from members in an effort to make the Roster more timely. Suggestions included having a page or half-page ad in the Administrator that members could tear out and send in with updated information. Another suggestion was for the Secretary-Treasurer to include a Roster request with the dues billing. The next committee may want to look at more ways to improve response time.

There being no further business, the committee adjourned.

Respectfully submitted,
Donna Doyle (WI), Chair
SUPPORT STAFF COMMITTEE

Carolyn Brown, MN
Penny Cabaniss, VA
Elena Castaldi, TX
Ann Clark, CT
Donna Doyle, WI
Burney Durham, TN
Molly Durham, IL
Joan Eilers, IL
Debra Fastner, MN
Cathy Ferguson, OR
Jeffery Finch, VA
Ramona Fitzgerald, NC
Harle Glover, NV
Linda Hanson, WI
Virginia Harvey, VA
Linda Hawker, IL
Greg Kenworth, IL
Cheryl Laube, AZ
Norma Lowe, AZ
Suzan McClelland, AL
Lisa McKenney, ME
Scott Magnuson, MN
Al Mathiowetz, MN
Mary Jo Mongelli, NV
Sally Moody, OR
Rick Nicholson, TN
Connie Peltier, MN
Tara Perkinson, VA
Rose Ramsey, VA
Hallie Rice, LA
Celia Richie, LA
Gail Romanowski, MN
Sheila Ryan, IL
Judith Schultz, WV
Jacqueline Shettle, CT
Kirsten Waid, AK
Joel Warnick, WI
Mary Beth Weil, VA
Bev Wessing, IL
Susan Williams, VA
The meeting of the Support Staff Committee was called to order by Chairman, Ann M. Clark on Sunday, July 16, 2000 at 2:00 p.m. in Chicago, Illinois.

Present: Ann M. Clark, CT, Chairman; Judy Barrows, ME, Vice Chair; Mary Lou Holsapple, IL, Associate Vice Chair; Georgette Aberle, CO; Marilyn Burgess, KY; Frank Caggiano, SC; Burney T. Durham, TN; Joan Eilers, IL; Jeff Finch, VA; Linda Hawker, IL; Greg Kenworth, IL; Vivian LaCarte, AZ; Cheryl Laube, AZ; Norma Lowe, AZ; Colleen Pacheco, MN; Tara Perkinson, VA; J.R. Rodrique, CO; Sheila Ryan, IL; Brian Taylor, VA; Dot Waugaman, NC

Also in attendance was: Sally Kittredge, NCSL.

Upon a motion of Jeffrey Finch, VA, seconded by Linda Hawker, IL, the minutes of the March 18, 2000 meeting held in Santa Fe, New Mexico were approved and accepted for file.

The Committee continued discussion on the progress of the Support Staff Committee project for the Fall Professional Development Seminar in Wilmington, North Carolina. It was reported that a mailing has gone out soliciting participation in the state display project on the Seminar theme — “Honoring the Past, Working Toward the Future.” To date, nine states have responded affirmatively: Illinois, Virginia, Arizona, Connecticut, Maine, Colorado, Minnesota, Nevada, and West Virginia. A second effort will be made to contact each of the states to confirm their participation in the project. It was agreed that the Chair, Vice Chair and Associate Vice Chair would coordinate a telephone effort to reach Principals in the states that have not yet responded with legislative items from their Chamber archives.

States interested in offering display items were asked to send Jeffrey Finch, VA, a description of the items they are bringing in order to prepare uniform description cards for the displays. Descriptions should include what the item is, when it was used, which State and Chamber, and any other information that is pertinent. All interested states were asked to submit the information to Mr. Finch by the end of August. The Chair and Mr. Finch also agreed to work with staff in North Carolina on the details for displaying the items.

Linda Hawker, IL, Chair of the Program Development Committee, provided the Support Staff Committee with an update on the preliminary agenda for the 34th Professional Development Seminar in North Carolina. Individuals interested in serving as moderators and panelists during concurrent sessions were encouraged by Chairman Clark to contact Ms. Clark regarding filling out remaining slots on the program schedule.

Chairman Clark also presented a report from Bruce Jamerson, VA, Chair of the Membership and Communications Committee, on plans for New Member Orientation. Support Staff Committee members were asked to serve as mentors to new Members/Attendees. The following volunteers agreed to serve as mentors: Sheila Ryan, IL; Jeff Finch, VA; Georgette Aberle, CO; Norma Lowe, AZ; Cheryl Laube, AZ; J.R. Rodrique, CO; Judy Barrows, ME.

There being no further business, upon a motion of Brian Taylor, VA, seconded by Linda Hawker, IL, the meeting was adjourned.

Respectfully submitted,
Ann M. Clark, CT, Chairman
2000-2002
CALENDAR OF EVENTS
AMERICAN SOCIETY OF LEGISLATIVE CLERKS AND SECRETARIES

2000
Fall
ASLCS Professional Development Seminar
Wilmington Hilton
Wilmington, North Carolina
September 9-14, 2000

2002
Summer
NCSL Annual Meeting
Denver, Colorado
July 22-28, 2002
Fall
ASLCS Professional Development Seminar
Portland Hilton
Portland, Oregon
September 17-24, 2002

2001
Summer
NCSL Annual Meeting
San Antonio, Texas
August 11-16, 2001
Fall
ASLCS Professional Development Seminar
Minneapolis Airport Marriott
Bloomington, Minnesota
September 14-19, 2001
COMING TO WILMINGTON?
BRING YOUR PINS AND STICKERS!!

Don’t forget! When you pack your bags for Wilmington, bring your pins and stickers from your home state. Trading these pins and stickers is a long-standing tradition of the ASLCS and it’s a great way to meet your counterparts from other states!

NEW TO THE SOCIETY?

Be sure to attend the New Attendee Reception on Saturday, September 9 as well as the New Attendee Orientation on Sunday, September 10. Both events will be held in the Cape Fear Ballroom during the ASLCS Annual Professional Development Seminar.
## Logo Items Order Form and Price List

All Prices Include Shipping

**Ash Gray Sweatshirt with ASLCS Logo**  
Embroidered on the Left Chest  
- Large and XL .......................................................... $27.00  
- XXL ........................................................................... $28.50  
- XXXL ................................................................. $32.00

**White Brushed Twill Adjustable Golf Cap**  
With Embroidered ASLCS Logo ........................................ $10.00

**Cobalt Blue Coffee Mug With**  
Gold ASLCS Logo ....................................................... $5.00

**Men’s and Women’s Eagle Series**  
Watches With Black Wristband and  
ASLCS Logo On Face .................................................. $36.00

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**Order Total**  
(Check Should Be Payable to ASLCS) __________

**Ship to:**
**Name** ________________________________________________

**Address** ________________________________________________

**City** ________________________  **State** ______  **Zip Code** __________

Send Orders to: Sally Kittredge, NCSL, 1560 Broadway, Suite 700, Denver, CO 80202  
Telephone Number (303) 830-2200 ext. 139  Fax Number (303) 863-8003
It’s Been a Great Year!
The 2000 Legislative Administrator Publication Team

Mike Thurmond, Cover Design and Photo Layout; Jhonnie Gillispie, Editing and Verifying; Lucy Carter, Editing, Page Layout and Reminding; Art Reddick, Printing; Debbie Brown, Coordinating and Photography; (not pictured) C.J. Beety and Diane Bell, Editing; and Faye Blanton, Editor.
American Society of Legislative Clerks and Secretaries

34th Professional Development Seminar
Wilmington, North Carolina
September 9-14, 2000

PRELIMINARY AGENDA

HONORING THE PAST - MOVING TO THE FUTURE

<table>
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<tr>
<th>Saturday September 9</th>
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<tr>
<td>Registration 10:00 - 6:00</td>
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<td>Executive Committee Luncheon 11:30 - 1:30</td>
<td>State Displays 7:30 - 4:30</td>
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<td>Breakfast Buffet - Business Mtg. 8:30 - 10:00</td>
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<td>Nominating Committee 3:30 - 5:00</td>
<td>Continental Breakfast 7:30 - 9:00</td>
<td>Awards Breakfast 8:30 - 10:00</td>
<td>Continental Breakfast 8:30 - 10:00</td>
<td>Continental Breakfast 8:30 - 10:00</td>
<td>2000 - 2001 Executive Committee Meeting 10:00 - 12:00</td>
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<td>New Member Reception 6:00 - 7:00</td>
<td>Committee Chair Transition Meeting 8:30 - 9:15</td>
<td>Spouse / Guest Tour and Lunch 10:15 - 2:00</td>
<td>2000 - 2001 Committee Meetings 9:00 - 12:00</td>
<td>Survival of the Fittest Plenary 9:00 - 12:00</td>
<td>Meeting Adjourned</td>
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<td>Goodness Grows in NC Reception and Dance 8:00 - 1:00</td>
<td>New Member / Attendee Orientation 10:00 - 12:00</td>
<td>Staff Group Breakouts 10:15 - 12:00</td>
<td>Lunch on Own 12:00 - 1:30</td>
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<td>Lunch on Own 12:00 - 1:00</td>
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<td>Concurrent Sessions 1:30 - 3:00</td>
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<td>Legislatures of the Future Plenary 1:15 - 3:15</td>
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<td>EN Lightened TRAVEL 3:30 - 4:30</td>
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<td>Pig Pickin' 6:00 - 9:00</td>
<td>State Dinner Dance 9:00 - 12:30</td>
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