Dear Friends and Colleagues,

Well, here we are at our 70th Anniversary Celebration and Annual Professional Development Seminar! The amount of planning involved to dovetail these events has been a huge undertaking involving many dedicated members of the Society. The 70th Anniversary Committee, California Host State Committee, the Program, Support Staff, Membership & Communication and Technology committees who have provided program ideas, all other standing committees who keep lists, record and safeguard our procedures and activities, those of you who have helped with fund raising are all to be commended. I sincerely thank you for all of your hard work.

Over the past year, I have relied on many of you for guidance and advice. You should all know how important our NCSL staff liaison, Angela Andrews, has been to me. Due to the time differential between Denver and Concord, NH, our body clocks were either just waking up or winding down through many of our phone conversations; I was drinking a glass of wine at home with my feet up while she was still in her office and at other times I was deep in the thick of things at work while she was giving Letty her breakfast. I am grateful for her help and support.

Fast approaching the end of my year as your President, I’m feeling somewhat melancholy as I write this. ASLCS has been so important to me during my service to the New Hampshire House! I’ve found colleagues who are experts in various phases of legislative process, outstanding parliamentarians, inspiring guest speakers who have really made me think and friends too numerous to count. According to our Bylaws, the Society serves a unique purpose – “to improve the administrative and parliamentary effectiveness of State Legislatures and to develop better procedures for enhancing the lawmaking function.” I doubt there is any other organization that can say the same. Many of you are new members of ASLCS, and I encourage you to be active! Professional development is incredibly important to all of us, and we have much we can offer to or learn from each other. You can’t find this stuff in books! (Well, except for Mason’s Manual).

My hope for the Society is that it continue to grow and prosper, and to maintain the respect it has gained from other staff sections of NCSL. The American Society of Legislative Clerks and Secretaries was the first legislative staff section, founded in 1943. As we celebrate our 70th anniversary and approach the years ahead, may ASLCS continue to lead the way!

Sincerely,

Karen Wadsworth
Clerk of the House, NH
President, ASLCS
The American Society of Legislative Clerks and Secretaries recognizes Terry Spieler for her outstanding contributions to the Missouri Senate and her distinguished service to ASLCS and NCSL. Terry was elected secretary to the Missouri Senate in 1982, and is currently the second longest serving clerk or secretary in the country. She has served in every leadership role available to Principal ASLCS members, including president, president-elect, secretary-treasurer, executive committee member and ASLCS committee chair. As President of ASLCS for the 2011-2012 year, Terry brought wisdom, fortitude and extensive knowledge of the Society’s history to this position.

She is greatly respected by members of the Missouri Senate, her staff and her legislative colleagues across the country. Through her many years of experience and strong ability to lead, Terry is able to assist her members and provide expertise about the legislative process and the Senate’s traditions and history. She has demonstrated her commitment to the institution by working in many capacities, including helping to implement new chamber technology that has benefited the Missouri Senate and its members. She deeply appreciates the legislative process, respects her colleagues and always gives her very best in every situation.

She is honored with this award for her professionalism, devotion to duty, knowledge of the legislative process and for her dedication and commitment to the legislative institution. She has contributed greatly to the Missouri Senate, NCSL and ASLCS.
The American Society of Legislative Clerks and Secretaries recognizes Judy Barrows for her outstanding contributions to the Maine House of Representatives and her distinguished service to ASLCS and NCSL. Judy started her service in the Maine House of Representatives in 1992, serving as House Calendar Clerk. In 2004, she became the House’s Senior Systems Support Coordinator as well as the Webmaster.

Judy’s dedication to the institution is demonstrated by her work in 2007 on a project to develop a “paperless” system in House, where she was the lead coordinator. This project was the largest technological project in the history of the Maine House and, with Judy’s expertise, the project ran smoothly. It had a seamless rollout that was widely supported by House members.

Judy’s service to ASLCS is unmatched. She’s been an enthusiastic, and valuable, member of many ASLCS’ standing committees, including chairing both the Support Staff and Program Development committees, serving as vice-chair for the Technology & Innovation, Membership & Communication, and Bylaws & Standing Orders committee. Judy also devoted her time and talents as an appointed associate member of the ASLCS Executive Committee.

Judy exemplifies the term “quiet efficiency.” While some would believe this means to blend into the woodwork, on the contrary, it’s a highly regarded quality that is viewed as essential to the functions of the job performance. When working with Judy, you can see this attribute come to life. Those that have the pleasure to work with Judy can count on her to work very hard to get the job done; making sure the end product is the absolute best, and not seeking out praise for her accomplishments. She has gained the respect of members of both parties of the Maine House of Representatives, as well as her fellow staff and colleagues within the American Society of Legislative Clerks & Secretaries. It is because of Judy’s dedication, efficient demeanor and tireless hard work, that ASLCS is proud to honor her with the Legislative Staff Achievement Award.
Members of the American Society of Legislative Clerks and Secretaries met at the Hotel St. Francis in Santa Fe, New Mexico. The Honorable Karen Wadsworth, Clerk of the New Hampshire House of Representatives and President of ASLCS, called the meeting to order.

President Wadsworth thanked International Roll Call Corporation for their support of the business luncheon and complimented the chefs on a great lunch.

REPORTS OF STANDING COMMITTEES

The following reports were received by the President:

"A" Committees:

Bylaws and Standing Orders -- Sandy Tenney (UT) reported that the committee discussed the Jane Richards Scholarship program for the Canadian/American exchange. The committee will submit a draft standing order to the Executive Committee.

Inside the Legislative Process -- Bernadette McNulty (CA) reported that the second draft is out and the survey will be sent out in June and finalized in August.

Site Selection -- Susan Kannarr (KS) reported that the site for the 2014 PDS is scheduled for New Orleans. The committee is working on the revision of the Hosting Manual.

Technology -- David Byerman (NV) reported that since the PDS the committee had met through online chats twice. The committee will be presenting at the PDS in Sacramento on two topics -- Technology 101 and ADA compliancy. The committee created two new videos and is working with Angela on social media outlets for ASLCS.

"B" Committees:

International Communication and Development -- Steve Arias (NM) reported that the International Directory has been distributed and earlier than in the past. Steve indicated he was going to send out correspondence inviting other international clerk organizations to our PDS.

Legislative Administrator -- MaryAnn Horch (VA) reported that the Spring issue has been mailed. The 70th Anniversary issue should be out before the Summit in Atlanta. The committee encouraged members to send in photos for this special edition.

Membership and Communication -- Johnye Bennett (VA) reported that the committee will be playing A Minute to Win It at the new member orientation. The committee will try to recruit sponsors earlier than in the past, if possible.

Support Staff -- Janice Gadd (UT) reported that the committee will be sponsoring two concurrent sessions. There will be four
separate staff breakouts at the upcoming PDS. The committee plans to encourage more participation in the exchange program and to advertise the Edward Burdick scholarship for associates.

"C" Committees:
Canadian-American Relations -- Denise Weeks (NC) reported that the committee discussed the Canadian/American Exchange program and how to get the word out. Denise will write an article for the Administrator.

Professional Journal -- Bernadette McNulty (CA) reported that the committee extended the deadline for articles until June 1 and the Journal should be mailed by September 1.

Program Development -- Norma Chastain (NV) reported the program for the PDS is coming along well. The plenary speakers have been secured and the concurrent sessions have been determined. Norma thanked her Vice-Chairs Paula Rossetto (CA) and Tisha Gieser (AK) for their hard work.

Roster -- Carol Newton (MO) reported that the technical changes in the Standing Orders will be corrected in the next Roster publication.

Other Business:
Steve Marshall (VT) reported on his trip to Cameron, Australia to attend the ANZACATT conference on behalf of President Wadsworth.

Announcements:
President Wadsworth thanked Steve Arias, Lenore Naranjo and their staff for hosting the Spring Meeting and also thanked SOE software for their sponsorship of the Friday night reception.

Lettie Andrews was wished a Happy First Birthday.

Adjournment:
President Wadsworth adjourned the meeting.

Respectfully submitted,

Suzi Lowell (AK)
President-Elect, ASLCS

for

Russell Humphrey (TN)
Secretary/Treasurer, ASLCS
Members of the American Society of Legislative Clerks and Secretaries (ASLCS) met at Ruth Chris Steakhouse in Atlanta, Georgia on August 13, 2013. The Honorable Karen Wadsworth, Clerk of the New Hampshire House of Representatives and ASLCS President, called the meeting to order at 12:50 p.m.

President Wadsworth acknowledged and thanked International Roll Call for sponsoring the luncheon.

**REPORTS OF STANDING COMMITTEES**

The following reports were received by the President:

**“A” Committees:**

Bylaws and Standing Orders – Sandy Tenney (UT) – Reviewed the final language of the Jane Richards Scholarship for participation in Canadian-American Exchange Program. Announced Ms. Richards donated $1000 to be used for second recipient this year. The committee adopted a minor technical change to the bylaws that relate to the Roster that the Roster Committee requested.

Inside the Legislative Process – Donna Holiday (KY) – Gave an update on the survey of principles regarding consent calendars for inclusion in Inside the Legislative Process.

Site Selection – Susan Kannarr (KS) – Discussed the updated Host State Manual. Alaska is unable to host the 2015 Professional Development Seminar (PDS) because state house renovations. Requested input for the 2015 location.

Technology – David Byerman (NV) – Social media rosters is available on ASLCS website. The committee will be conducting two concurrent sessions for 2013 PDS. There will be a session that includes a technical term “pop quiz” and a session regarding the accommodation of persons with disabilities. There is an advertisement in the Administrator for creating a e-learning video. NCSL is launching a new website late September or early October.

**“B” Committees:**

International Communication and Development – Steve Arias (NM) - Reported that the International Directory was mailed out early. The committee is in the process of compiling a video composed of pictures from ANOMAC meetings to be displayed at the PDS in Sacramento. They are also working on invitations to our Central America colleagues to attend our PDS.

Legislative Administrator – Hobie Lehman (VA) - The 70th Anniversary of ASLCS edition of The Legislative Administrator is in the mail. The next publication will be out before the PDS in October.

Membership and Communication – Johnye Bennett (VA) – The new member orientation at the PDS will include a game “A Minute to Win It”. There will also be a new attendee group photo.
Support Staff – Janice Gadd (UT) – Encouraged members to attend the Legislative Expo and reviewed the format for the break out sessions at the PDS. There will be four groups during the break out sessions this year; Principles, Assistants, Legislative Operations and Support Staff.

“C” Committees:

Canadian-American Relations – Denise Weeks (NC) – The Jane Richards Scholarship for participation in Canadian-American Exchange Program was approved by the Executive Committee in June. Alabama, North Carolina, Tennessee and Virginia have volunteered to host a Canadian clerk as part of the exchange program. The committee encouraged members to read the article in the Legislative Administrator about history of the Canadian-American relationship.

Professional Journal – Polly Emerson (TX) – The Professional Journal will be published in September.

Roster – Terry Spieler (MO) – The committee did not meet in Atlanta.

Program Development – Norma Chastain (AZ) – Program is nearing completion, but still need assistance with sessions on technology, succession planning, custom, usage and practice and the international panel. Dave Logan and Bill Kennedy will our main speakers.

OTHER BUSINESS

President Wadsworth awarded the 2013 Legislative Staff Achievement Awards to Terry Spieler (MO) and Judy Barrows (ME).

Patsy Spaw (TX), Staff Chair of NCSL, welcomed ASLCS to the NCSL Annual Summit. She encouraged members to attend the NCSL Staff Awards Luncheon tomorrow.

ANNOUNCEMENTS

President Wadsworth welcomed new members Nasha Smith Secretary of the District of Columbia Council, Dave Cook the Secretary of the Senate in Georgia and Debbie Brown the Secretary of the Senate in Florida. Additionally, President Wadsworth welcomed new associates to ASLCS.

President Wadsworth welcomed international guest from Kenya, Tasmania and Victoria.

Professional Development Seminar is October 9 to 13, 2013.

ADJOURNMENT

President Wadsworth adjourned the meeting at 1:35 p.m.

Respectfully submitted,

Russell A. Humphrey (TN)
Secretary Treasurer
2012-2013 EXECUTIVE COMMITTEE

Karen Wadsworth (NH)  
President

Suzi Lowell (AK)  
President-Elect

Russell Humphrey (TN)  
Secretary-Treasurer

Scott Kaiser (IL)  
Associate Vice President

Susan Furlong (NV)  
Elected Principal

Patrick O’Donnell (NE)  
Appointed Principal

Cheryl Laube (AZ)  
Appointed Principal

Janice Gadd (UT)  
Elected Associate

William MaGill (VT)  
Appointed Associate

Linda Tubbs (TX)  
Appointed Associate

Terry Spieler (MO)  
Immediate Past President

Nathan Hatfield (VA)  
Immediate Past Associate Vice President
American Society of Legislative Clerks and Secretaries
Executive Committee Meeting Minutes

NCSL Annual Summit
Atlanta, GA - August 14, 2013

Call to Order
The meeting of the Executive Committee was called to order by The Honorable Karen Wadsworth, Clerk of the New Hampshire House of Representatives and ASLCS President.

Attendance
The following members of the committee were present, on the call:
Karen Wadsworth (NH), Suzi Lowell (AK), Russell Humphrey (TN), Scott Kaiser (IL), Susan Furlong (NV), Janice Gadd (UT), Cheryl Laube (AZ), Patrick O’Donnell (NE), Linda Tubbs (TX), William Magill (VT), Terry Spieler (MO), Nathan Hatfield (VA)

Other members/guests in attendance included: Angela Andrews, NCSL liaison to ASLCS, Patsy Spaw (TX) past Staff Chair of NCSL, Tom Wright (AK) Staff Chair of NCSL, Margaret "Peggy" Piety (IN) Staff Vice Chair of NSCL, Norma Chastain (AZ), Maryann Horch (VA), Susan Kannarr (KS), David Byerman (NV), Kae Warnock (NCSL), Mary Fairchild (NCSL) and Natalie O’Donnell Wood (NCSL)

Approval of Minutes
Upon a motion by Patrick O’Donnell (NE), seconded by Janice Gadd (UT), the minutes of the Executive Committee on April 20, 2013 held in Santa Fe, New Mexico were approved.

Upon a motion by Susan Furlong (NV), seconded by Terry Spieler (MO), the minutes of the Executive Committee on June 11, 2013, held by conference call were approved.

Treasurer’s Report
Russell Humphrey (TN) gave the Treasurer’s Report of August 14, 2013 which reflected a balance $37,395.16. On motion of Patrick O’Donnell (NE), seconded by Bill MaGill (VT), the Treasurer’s Report was approved.

Old Business:
Ms. Angela Andrews (NCSL) presented a review of ASLCS Financial Accounts:

ASLCS Special Meetings Fund (L190 Account).

The balance is $249,594.03 There were several expenditures related to the ASLCS Spring Meeting in Santa Fe, New Mexico.

Summary of Fundraising for the upcoming Professional Development Seminar (PDS) in Sacramento, California. The Host State has raised $10,750 and an additional $5,000 was raised from Virginia.
Summary of Host State Expenses for Sacramento. Total expenses to date are $8,557.38. Total Host State budget is currently set at $80,000.

ASLCS Professional Development Revolving Account – (LLCS). The account balance is $30,259.79.


**New Business:**

Ms. Andrews presented and update of 2013 ASLCS PDS. She traveled to Sacramento and visited the hotel, capitol and venues. She had positive meeting the Host State and reviewed the fundraising plans and strategy. The Executive Committee will meet via telephone in early September to continue to discuss fundraising for Sacramento. President Wadsworth (NH) discussed plans the Host State by telephone. Norma Chastain (AZ) reviewed the program for the PDS.

On motion of Terry Spieler (MO), seconded by Nathan Hatfield (VA), Karen Wadsworth (NH) and Suzi Lowell (AK), or their designees, are approved for reimbursement of expenses to attend the 2013, October 4-5, Portland, Oregon.

On motion of Scott Kaiser (IL), seconded by Cheryl Laube (AZ), and pursuant to Section II.D of the standing orders, approval was given for reimbursement of expenses to attend the CATT annual conference.

Paul Smith (NH) and Judy Barrows (ME) were selected as the recipients of the Edward A. Burdick Memorial Scholarship for the 2013 ASLCS PDS.

The 2014 PDS will be held in Baton Rouge, Louisiana.

The Executive Committee reviewed the report from the 2013 Associate Exchange Program submitted by Jenifer Welch (VA).

**Other Business:**

- President Wadsworth (NH) read two letters sent by Jane Richards expressing her gratitude for the creating of the Jane Richards Scholarship for participation in Canadian-American Exchange Program.

Terry Spieler (MO) announced that the Roster will be spiral bound this year. She further recommends reviewing if the Code of Ethics and the informal Canadian American Exchange program should be included in the publication.

**Adjournment:**

On motion of Terry Spieler, seconded by Scott Kaiser, the meeting was adjourned.

Respectfully submitted,
Russell Humphrey (TN)
Secretary/Treasurer
Call to Order
The meeting of the Bylaws and Standing Orders Committee was called to order by Sandy Tenney (UT), Committee Chair.

Attendance
The following members of the committee were present: Sandy Tenney (UT), Chair, Jay Braxton (VA), Vice Chair, Judy Barrows (ME), Diane Bell (FL), Janice Gadd (UT), Cheryl Laube (AZ), Suzi Lowell (AK), Bill Magill (VT), Al Mathiowetz (MN), Patrick O’Donnell (NE), Susan Schaar (VA), Alfred Speer (LA), and Terry Spieler (MO).

Other member/guest in attendance included Susan Furlong (NV) and Ramona Kenady Line (OR).

Approval of Minutes
Upon a motion by Susan Schaar (VA) and seconded by Susan Furlong (NV), the minutes of the last committee meeting held April 20, 2013, during the ASLCS Spring Meeting in Santa Fe, NM, were approved.

Old Business
There was no old business.
**New Business**

Chair Tenney began the meeting by letting the committee know that the Executive Committee approved the Jane Richards Scholarship. Further information regarding this new scholarship opportunity will appear in future editions of the Legislative Administrator. Suzi Lowell (AK) shared with the committee that Jane Richards will match the scholarship in the first year.

In other business, Terry Spieler (MO) advised the committee of the need to make a technical correction to the Members section in Article 1 of the Bylaws which currently reads, “Associate members shall be non-voting members except as provided in (b) and (c) below.” Judy Barrows (ME) made the motion to change that sentence to read as follows: “Associate members shall be non-voting members except as provided in (b) below.” The motion was seconded by Cheryl Laube (AZ).

**Adjournment**

Upon a motion by Ramona Kenady Line (OR) and seconded by Suzi Lowell (AK) the meeting was adjourned.
Call to Order

Canadian-American Relations Chair Denise Weeks (NC), called the meeting to order and Alan Whittington (TN) volunteered to take the minutes.

Attendance

The following members of the committee were present: Denise Weeks (NC), Chair, Steve Marshall (VT), Vice Chair, Alan Whittington (TN), Vice Chair, Steve Arias (NM), Dave Avant (AL), Diane Bell (FL), Liz Clark (AK), Megan Consedine (PA), Ann Cornwell (AR), Robert Haney (TX), Brad Hendrickson (WA), Crystaline Jones (AK), Ann Kreklberg (AK), Suzi Lowell (AK), Steve Marshall (VT), Alfred Speer (LA)

Approval of Minutes

Upon a motion by Ann Cornwell (AR), seconded by Diane Bell (FL), the minutes of the last meeting held Saturday, April 20, 2013, in Santa Fe, New Mexico, as printed in the Administrator were approved.

Old Business

* Karen Wadsworth, President of ASLCS, reported the Executive Committee had approved the “Jane Richards Scholarship” and she read correspondence from Jane Richards expressing her appreciation.

* Denise Weeks, Committee Chair, reported on the “Canadian-American Relations” article she wrote for the Administrator with information about the Exchange Program and the establishment of the scholarship to assist ASLCS members with the cost of participating in the exchange. Denise talked about her experience and how beneficial it was for her and Debbie Deller when they participated in 1998 & 1999. She also informed the committee that Jane Richards will contribute an additional $1,000.00 matching the scholarship amount that was established for this year in order for two ASLCS members to participate in the exchange. Denise encouraged members to apply for the scholarship and participate.
* Steve Marshall attended the meeting in Quebec and reported it was a very good. He detailed some of the events and highlights of the meeting.

**New Business**

*Ann Cornwell reported Arkansas will not be able to host the 2015 joint conference and we will need to find a new host.

**Adjournment**

Upon a motion by Steve Arias (NM), seconded by Alan Whittington (TN), the meeting was adjourned.

Respectfully submitted,

Alan Whittington (TN), Recorder
Meeting minutes for this committee were unavailable at the time of printing.
Call to Order
The meeting of the International Communication and Development Committee was called to order at 3:45 p.m. by Steve Arias (NM), committee chair.

Attendance
The following members of the committee were present:
Steve Arias (NM), Chair, Brad Metcalf (KY) Vice Chair, Dave Avant (AL), Diane Bell (FL), Liz Clark (AK), Susan Furlong (NV), Tisha Gieser (AK), Brad Hendrickson (WA), Donna Holiday (KY), Crystaline Jones (AK), Ann Krekelberg (AK), Bill MaGill (VT), Al Mathiowetz (MN), Steve Marshall (VT), Susan Schaar (VA), Alfred Speer (LA), Terry Spieler (MO), Sandy Tenney (UT).

Guests present at the meeting were Megan Consedine (PA), Yolanda Dixon (LA), Ann Cornwell (AR), and Judy Hall (OR). Also present was Angela Andrews (NCSL).

Approval of Minutes
Upon a motion by Brad Metcalf (KY) and seconded by Dave Avant (AL), the minutes of the April 20, 2013, committee meeting held at the ASLCS spring business meeting in Santa Fe, New Mexico, were approved.

Old Business
Chair Arias reported that work on the compilation of photos, video, and materials from past meetings of the Association of Chief Clerks of Mexico's State Legislatures and the Federal District of Mexico (ANOMAC) is progressing well. He anticipates the final compiled video will be ready for display in the hospitality suite during the October Professional Development Seminar (PDS) in Sacramento.
Continuing, Chair Arias reported he is working with Angela Andrews (NCSL) on a draft invitation letter to send to international parliamentary staff. As discussed at the committee’s April meeting, the letter will contain an explanation of the background and purpose of ASLCS along with information on the 2013 PDS. Informal contact has been made with Scotland staff, who have indicated they will be unable to attend. Invitations will also be extended to Ireland and Wales once contact information is obtained. Chair Arias will seek direction from ASLCS President Karen Wadsworth (NH) on the appropriate protocol for extending formal invitations to international guests.

Chair Arias also reported that the August meeting of ANOMAC was cancelled due to elections in 14 of the 31 states in Mexico. It is possible a meeting will be held in February 2014. He noted the 2013 International Directory was sent to all principals in April, the earliest this task has been completed.

Tisha Gieser (AK) asked if the committee would be putting together a session on comparative practices for the Sacramento PDS. Responding, Ms. Andrews reported she plans to send letters to international invitees the week of August 19. The invitation letter will ask each invitee to indicate whether he or she is interested in participating in a panel discussion on comparative practices. Once those responses are received, a determination can be made as to the feasibility of a panel.

Angela reminded the committee that per the Standing Orders, ASLCS pays for the registration fee and one room for a delegate from each of our international partner organizations: ANOMAC, ALTECA, CATTS, ANZACATT, and SALSA. Budget restraints have affected their ability to attend.

Susan Schaar (VA) moved the committee adjourn, seconded by Steve Marshall (VT), and passed unanimously. The meeting adjourned at 4:02 p.m.

Respectfully submitted,

Susan Furlong (NV), Recorder
Call to Order
The meeting of the Legislative Administrator Committee was called to order by Hobie Lehman, Chair.

Attendance
The following members of the committee were present: Hobie Lehman (VA), Chair; Maryann Horch (VA), Vice Chair; Rose Ramsey (VA), Vice Chair; Scott Caffey (TX); Dana Rademan Miller (MO).

Other members/guests in attendance included: Polly Emerson (TX), Barbara Carter (VA), and Dianne Whitaker (VA).

Approval of Minutes
Upon a motion by Hobie Lehman, and seconded by Scott Caffey, the minutes of the last meeting (April 20, 2013), during the ASLCS Spring Meeting, in Santa Fe, New Mexico, were approved.

Business
The most recent issue (Summer 2013) of the Legislative Administrator was distributed to all members of the ASLCS Executive Committee and all Committee Chairs present at the NCSL Legislative Summit. All other copies will be mailed out to Society members after the Summit.

This issue highlights the 70th Anniversary of ASLCS and the upcoming PDS in Sacramento.

Ideas were discussed for the next issue of the Legislative Administrator including: a “Fact or Fiction” and “Customs and Traditions” section for each state, LSMI and the Betty King Scholarship, the history/locations of the state Liberty Bells, and award recipients.

Adjournment
Upon a motion by Hobie Lehman, seconded by Polly Emerson, the meeting was adjourned.

Respectfully submitted,
Hobie Lehman
Chair
Call to Order

The meeting of the Membership and Communication Committee was called to order by Johnye Bennett (VA), Chair.

Attendance

The following members of the committee and guests were present: Johnye Bennett (VA), Chair, Bonnie Alexander (ID), Judy Barrows (ME), David Byerman (NV), Susan Kannarr (KS), Cheryl Laube (AZ), Suzi Lowell (AK), and Denise Weeks (NC).

Other members/guests in attendance included: Millie McFarland (MA); Eric Bingham (VA); Melanie Newby, (VA); Erica Manson (VA); Norma Chastain (AZ).

Approval of Minutes

Upon a motion by Susan Kannarr (KS), seconded by Suzi Lowell (AK) the minutes of the last meeting held April 20, 2013 during the ASLCS Spring Business Meeting in Santa Fe, NM were approved.

Old Business

Chair Johnye Bennett updated the committee on the following issues. The group photo will be taken at the New Attendee Orientation in Sacramento by Maryann Horch (VA). The sponsor recruitment email has been sent to Angela Andrews for distribution to members via listserv. The sponsor recruitment ad was printed in the Legislative Administrator. The committee has received approval from Angela Andrews and Karen Wadsworth to use small items from the ASLCS inventory to use as prizes.
**New Business**

Chair Bennett reviewed the rules and logistics of the icebreaker “Minute To Win It” game planned for the new attendee orientation in October. Time allowed a practice run of the game. Eric Bingham (VA), Erica Manson (VA) and Melanie Newby (VA) assisted with the game props. Cheryl Laube (AZ), Denise Weeks (NC), Bonnie Alexander (ID), Suzi Lowell (AK), Susan Kannar (KS), Norma Chastain (AZ) and Millie McFarland (MA) were game contestants in the practice run.

Chair Bennett implored the committee for questions geared towards state and ASLCS trivia. Denise Weeks (NC) encouraged the committee to provide questions as well. David Byerman (NV), Cheryl Laube (AZ), Bonnie Alexander (ID), Judy Barrows (ME) provided questions for the game. Denise Weeks volunteered to be “Vanna” in Sacramento asking questions to the contestants.

A brief discussion of the agenda for Sacramento followed. Chair Bennett asked for volunteers to assist with room set up in Sacramento.

**Adjournment**

Upon a motion by Denise Weeks (NC), seconded by Cheryl Laube (AZ) the meeting was adjourned.

Respectfully submitted,

Johnye Bennett (VA), Chair
Call to Order

The meeting of the Professional Journal Committee was called to order by Polly Emerson (TX), Committee Vice Chair.

Attendance

The following members of the committee were present: Polly Emerson (TX), Vice Chair, Barbara Carter (VA), Al Mathiowetz (MN), Rose Ramsey (VA), Dianne Whitaker (VA)

Approval of Minutes

Upon a motion by Polly Emerson (TX), seconded by Al Mathiowetz (MN), the minutes of the last meeting held April 20, 2013, during the Spring Meeting in Santa Fe, N.M., were approved.

Old Business

There was a discussion about the difficulties of securing articles for the upcoming publication of the journal. It was also noted that the printing of the next publication and the PDS in October would both be in California. Polly Emerson (TX) mentioned that Committee Chair, Bernadette McNulty (CA), currently in legislative session, and unable to attend this meeting, said although a lot is going on right now, they would still be able to complete the printing of the next publication of the Professional Journal.

New Business

The committee sent out a warm thank you, by way of Al Mathiowetz (MN), to Matt Gehring, Legislative Analyst from the Minnesota House, for his submission of an article on their constitutional process which will appear in the next publication of the Professional Journal.

President Karen Wadsworth (NH), stopped in and encouraged the committee members as they continue to seek out articles for the next publication.

Adjournment

Upon a motion by Polly Emerson (TX), seconded by Rose Ramsey (VA), the meeting was adjourned.
Call to Order
The meeting of the Program Development Committee was called to order by Norma Chastain (AZ), Chair.

Attendance
The following members of the committee were present: Norma Chastain, (AZ), Chair; Tisha Gieser (AK), Vice Chair; Bonnie Alexander (ID); Judy Barrows (ME), Jay Braxton (VA); Scott Caffey (TX); Janice Gadd (UT); Nathan Hatfield (VA); Susan Kannarr (KS); Cheryl Laube (AZ); Pat O'Donnell (NE); Susan Schaar (VA); Linda Tubbs (TX)

Other members/guests in attendance included: David Byerman (NV), Pat Cottingham (TX), Judy Hall (OR), Terry Spieler ((MO), Michelle Wright (VA), Angela Andrews (NCSL)

Approval of Minutes
Upon a motion by Cheryl Laube (AZ), seconded by Nathan Hatfield (VA), the minutes of the last meeting held April 20, 2013, during the Spring Meeting in Santa Fe, NM, were approved.

Old Business
Angela Andrews summarized her recent site visit to Sacramento. She outlined the events at Sutter's Fort, the California State Railroad Museum, Stanford Mansion, and the Old Sugar Mill. She also explained that on Friday, October 11th, a tour and breakout sessions would be conducted at the Capitol, which is within walking distance of the hotel.

Chair Norma Chastain (AZ) summarized the concurrent sessions, explaining which committees were responsible for sponsoring which sessions. She explained that moderators and a few panelists had been secured for the two sessions sponsored by the Program Development Committee – "Teaching Custom, Usage & Precedent" and “Succession Planning & Surviving Change” – but additional panelists were needed.
Pat O'Donnell (NE) offered to serve as a panelist on the "Teaching Custom, Usage & Practices" concurrent session. David Byerman (NV) suggested that Susan Furlong (NV) be contacted regarding serving on the "Succession Planning & Surviving Change" session.

Pat O'Donnell (NE) asked that the committee be emailed a copy of the spreadsheet listing the moderators and panelists for each concurrent session. Chair Norma Chastain (AZ) responded that she would email the spreadsheet to the committee.

Susan Clarke Schaar (VA) offered to serve as a panelist on the "Teaching Custom, Usage & Practices" concurrent session.

Chair Norma Chastain (AZ) announced that conference calls would be set up for each concurrent session in the coming weeks.

**Adjournment**

Upon a motion by Cheryl Laube (AZ), seconded by Janice Gadd (UT), the meeting was adjourned.

Respectfully submitted,
Tisha Gieser (AK), Vice Chair
This committee did not meet in Atlanta.
Call to Order
The meeting of the Site Selection Committee was called to order by Susan Kannarr (KS), Chair.

Attendance
The following members of the committee were present: Susan Kannarr (KS), Chair, Liz Clark (AK), Vice Chair, Scott Caffey (TX), Vice Chair, Dave Avant (AL), Johnye Bennett (VA), Norma Chastain (AZ), Ann Cornwell (AR), Yolanda Dixon (LA), Lordes Guerra (TX), Nathan Hatfield (VA), Ann Krekelberg (AK), Steve Marshall (VT), Linda Tubbs (TX), Michelle Wright (VA)

Other members/guests in attendance included Dianne Whitaker (VA), Polly Emerson (TX), Judy Hall (OR), Crys Jones (AK), Nanci Longoria (TX), Eric Bingham (VA), Philip Cottingham (TX), Barbara Carter (VA)

Approval of Minutes
On a motion by Nathan Hatfield (VA), seconded by Norma Chastain (AZ), the minutes of the last meeting held during the Spring Meeting in Santa Fe, NM on April 20, 2013, were approved.

Old Business
Chair Susan Kannarr discussed the updates to the Host State Manual and explained that most of the revisions were made to the traditional host and hybrid meeting sections. Chair Kannarr announced a deadline of August 31, 2013, for submitting revisions to the manual.
**New Business**

Yolanda Dixon (LA) provided a brief overview of the 2014 Fall PDS to be held in Louisiana. The conference will be state hosted.

Liz Clark (AK) announced that due to Capitol renovations in Juneau, the 2015 Fall PDS would not be able to take place in Alaska.

Chair Kannarr requested ideas or volunteers for potential sites to host the 2015 Fall PDS. Potential sites can be forwarded to her or Angela Andrews.

Norma Chastain (AZ) provided an overview of the program for the 2013 Fall PDS, to be held in Sacramento, California, October 9 -13, 2013.

**Adjournment**

Upon a motion by Johnye Bennet (VA), seconded by Steve Marshall (VT), the meeting was adjourned.

Respectfully submitted,

Scott Caffey (TX), Vice-Chair

Susan Kannarr (KS), Chair
Call to Order
In the absence of the Chair Jamie Kruse the meeting of the Support Staff Committee was called to order by committee member Janice Gadd (UT).

Attendance
The following members of the committee were present: Janice Gadd (UT), Jay Braxton (VA), Phillip Cottingham (TX), Nathan Hatfield (VA), Kathryn Jackson (UT), Linda Tubbs (TX), Michelle Wright (VA)

Other members/guests in attendance included Karen Wadsworth (President ASLCS), Lenore Naranjo (NM), and Angela Andrews (NCSL)

Approval of Minutes
Upon a motion by Jay Braxton (VA) seconded by Nathan Hatfield (VA), the minutes of the last meeting held April 20, 2013 during the Spring Meeting in Santa Fe, New Mexico, were approved.

Old Business
There was no old business.

New Business
Discussed many ideas for the setup/topics of the breakout sessions. It was decided to allow the facilitators to organize and conduct the sessions as they see fit.

Encourage participation in the Legislative Expo and have states bring items to display and share ideas.
Discussion of possible ideas/formation for the direction of the concurrent sessions. It was decided the outline Jamie Kruse (NE) provided the committee met with the committee's approval.

**Adjournment**

Upon a motion by Linda Tubbs (TX), seconded by Michelle Wright (VA), the meeting was adjourned.

Respectfully submitted,

Kathy Jackson (UT)
Call to Order

The meeting of the Technology Committee was called to order by David Byerman (NV), Chair.

Attendance

The following members of the committee were present: David Byerman (NV), Chair, Bonnie Alexander (ID), Vice Chair, Dana Miller (MO), Vice Chair, Steve Arias (NM), Lee Cassis (WV), Brad Hendrickson (WA), Melanie Newby (VA), Denise Weeks (NC)

Other members/guests in attendance included Maryann Horch (VA) and Erica Manson (VA)

Approval of Minutes

Upon a motion by Steve Arias (NM), seconded by Bonnie Alexander (ID), the minutes of the last meeting held April 20, 2013, during the Spring Meeting in Santa Fe, New Mexico, were approved.

Old Business

David requested that the committee continue to encourage fellow ASLCS members to sign up for the social media roster. This can be found online at bit.ly/ASLCSSocialMedia. Angela Andrews agreed to send an email invitation to the ASLCS ListServ just prior to the fall Professional Development Seminar.

The committee will be sponsoring two concurrent sessions for the 2013 PDS: “With Liberty and Accessibility for All?” and “If It’s Nice and Sunny Outside, Can I Still Save Files to ‘The Cloud?’” Both sessions are in the development process. Currently, the accessibility panel has only one confirmed participant. The committee discussed possible options for additional panelists, and discussed session content.

For the cloud session, David explained the concept of an interactive “cloud computing pop quiz” format, in which trending technology-related terminology would be revealed through audience participation. Committee members agreed to put together 2-3 minute presentations on technology-related topics in the weeks leading up to the PDS. Each question will test attendees’ knowledge of different technology-related
topics, and will lead into these “mini-presentations” on a variety of topics.

The ASLCS Technology Committee, at its April 20th meeting, referred to the ASLCS Executive Committee a proposal for the formation of a social media group for ASLCS members. David has requested to present a proposal for an invitation-only ("closed") ASLCS Facebook page to the Executive Committee at its Thursday, August 15 meeting.

Bonnie Alexander had previously suggested setting up a web-link page on the ASLCS website of links useful for legislative clerks and secretaries. The committee agreed that including such a page would be helpful to ASLCS members. Bonnie agreed to create a list of relevant links and submit them to Angela Andrews.

Further discussion involved using Dropbox or Google Groups to serve as a file-sharing mechanism for ASLCS members. Several members of the committee indicated that Dropbox has already been utilized to share documents for the Legislative Administrator and other ASLCS publications, and that it would be helpful to create an official ASLCS referral system.

Adjournment

There being no new business to discuss, upon a motion by Denise Weeks (NC), seconded by Steve Arias (NM), the meeting was adjourned.

Respectfully submitted,

Dana Rademan Miller (MO), Vice-Chair
1. A bomb exploded in the Louisiana Senate Chamber, leaving a foreign object embedded in its ceiling. (Fact! Learn more about it by visiting http://house.legis.state.va.us/pubinfo/virtual%20tour/senate)chamber.htm.)

2. In 1907 mice set fire to the new Pennsylvania Capitol. (Fact! Mice gnawing on some matches that were kept in a desk drawer started the fire that caused $1,000 worth of damage.)

3. The House and Senate chambers in the North Carolina Capitol are now used only for ceremonial purposes. (Fact! In 1963 the State Legislative Building was completed and the General Assembly moved out of the Capitol.)

4. If a primary election for office (including Assemblyman and State Senator) results in a tie, candidates in Nevada cut a deck of cards to determine the winner. (Fact! NRS 293.400 specifies that the Secretary of State determines the winner by lot, and in Nevada this is traditionally done by cutting a deck of cards. This happened most recently in 2010 in a race for County Commissioner in Nye County, just outside Las Vegas. Carl Moore drew a ten of clubs but that wasn’t quite good enough; incumbent Butch Borasky advanced to the general election with the queen of clubs.)

5. In a little-known ceremony, every member of the Nevada Senate, on the first day of each legislative session, spits into the pure silver “Nevada Senate Spittoon.” The spittoon hasn’t been emptied in nearly 150 years. (Fiction! The “Silver State” has many fine legislative traditions, but this, blessedly, is not one of them.)

6. In Nebraska not every bill introduced during any given session is considered. (Fiction! By legislative rule, every bill introduced during any session must be heard by the assigned committee. The public must have an opportunity to express themselves at a regularly scheduled committee hearing. Each committee that is hearing bills must provide seven calendar days notice as to the time and place of the hearing.)

7. In New Mexico, session was once delayed by 5 hours while a National Guard Airplane was sent to collect a member who was in Phoenix, AZ on business. (Fact! During the 1997 Session, the New Mexico House of Representatives had a call of the House. This means that every member that is not excused has to be present in the House Chambers before any further action is taken on any subject. One member was in Phoenix, Arizona on business and was not excused. A National Guard Airplane was sent for that member and he was brought back to Santa Fe and the House Chambers. All this took about 5 hours.)

8. Arizona passed a bill that was never assigned to a committee and did not go through the Rules Committee. (Fact! During our session the Governor really wanted to adopt the Medicaid expansion, which our House and Senate Leadership did not want to do. The Governor joined with the Minority party (Democrats) and a few Republicans and formed a coalition and called a special session, in which they introduced bills, first read them but did not assign them to committee, made a series of motions to take them directly to Committee of the Whole and third reading. A similar process was done in the Senate. As far as it is known, Arizona has otherwise never passed a bill that has not gone through the Rules Committee.)

9. The title of a member of the Wisconsin Assembly, is “Assemblyman” or “Assemblywoman”. (Fiction! They are actually called “Representatives”.)

10. The Illinois Senate had a Secretary who served for 55 years. (Fiction! James H. Paddock served from 1877—1933, a total of 56 years!)
ASLCS Attendance at CCATT’S Conference

By Denise Weeks

Four ASLCS members: Pat Harris (AL), Russell Humphrey (TN), Jane Richards (AZ) and I attended the Canadian Clerks at the Table Conference in Elk Ridge, Saskatchewan, July 29-August 2, 2013. We flew into Saskatoon on Monday, then boarded buses for a 2 ½ hour ride to the Elk Ridge Lodge. While most of the United States was experiencing heat and humidity – it was a delightful time to be in Canada!

Approximately 78 participants, partners, and children were in attendance from Australia, Canada, the United Kingdom, and the United States. The conference was hosted by Greg Putz, Clerk of the Legislative Assembly of Saskatchewan. He and his staff did a fantastic job with every detail of the meeting.

The business sessions were very informative. There were 8 sessions: Youth Appearances Before Parliamentary Committees; Effective Questioning Techniques for Committee Members; The Use of One-Note for Precedents, Practice and Procedure; The Challenges of Independent and Independent-Minded Members; Recognition of Leader of the Opposition; E-petitions; Distance Course on France-Quebec Comparative Parliamentarism; and A Manitoba Case Study in Procedural Tactics and Dynamics were the topics. The format used for presentations by the CCATT for sessions is quite different than at ASLCS. The topics are formally presented often in French and English (with interpreters) then followed by discussion among the group. On the last day of the conference the international delegates have an open session for updates and comments from our associations or parliaments. Russell Humphrey talked about the upcoming ASLCS seminar in California and extended invitations to attend. I informed the group of the recently established “Jane Richards Scholarship” for ASLCS members to participate in the Canadian American Exchange Program and stated Alabama, North Carolina, Tennessee, and Virginia are the states currently willing to host. I later learned that during the 2nd Session of CCATT Annual General Meeting the Canadians established a committee to facilitate the coordination of the Exchange Program on their side of the border.

The meeting format for this conference provided time in the afternoons for outdoor activities to enjoy the cool Canadian weather. One afternoon was spent on Hanging Heart Lakes. We saw moose, bears, loons, and elk while on a pontoon boat tour. We could also paddle off on our own in a kayak or canoe. Another afternoon Pat, Russell, and I trusted Debbie Deller, Clerk of the Ontario Legislature, to be our tour director and boat operator on Lake Waskesiu. The lake was a bit choppy and we all returned to shore quite soggy. No, the Canadian lake water is not warm in August to this southern girl!

The food was delicious, the scenery unbelievable and the Canadian hospitality as always, was exceptional. I am fortunate and thankful I had the opportunity to attend another CCATT conference.

I hope all ASLCS members will consider a visit to our northern neighbors...think about participating in the Exchange Program.
Both a Populist and a Republican House of Representatives were seated in January 1893. Both were called to order and sent messages to the governor and Senate that they were ready to do business. They sat in the same chamber, but met at separate times. The Populists (58 members) and the Republicans (65 members) both elected full sets of officers. A number of contests were still being disputed when the legislative session began in January 1893. The Populist Governor and the Populist controlled Kansas Senate recognized the Populist House as the official body.

On February 14 the Populist clerk was arrested for contempt based on a complaint by the Republicans. The Populists locked the Republicans out of Representative Hall. The following morning, Republicans used sledgehammers to break down the doors of the chamber and expelled the Populists. A large force of guards was hired to keep the Populists out. The Governor called in militia but most of them sympathized with the Republicans. The Populists agreed to conduct their business in a separate room while awaiting a ruling by the Kansas Supreme Court. The ruling, on February 25, was in favor of the Republicans, 2 to 1 along party lines. The Populists returned to the legislature a few days later and the session was completed on March 13. In the election of 1894 Republicans won all state offices.

(Information for this article was accessed from the Kansas Historical Society website)
Dear Mr. Mason:

The Senate in my state is composed of 39 members. One member resigned his seat in the Senate following election to another office. Another member passed away. Certain measures, such as bills to levy taxes, constitutionally require the affirmative vote of two-thirds of the elected members of each house of the legislature for passage. What is the requisite number of members for purposes of establishing a quorum, and what is the vote requirement for passage of matters requiring a two-thirds vote before the body?

-Two Short of a Full House

Dear Two Short:

We would advise that you first examine your constitution, relevant jurisprudence and the rules of your chamber to determine if there are applicable provisions which address the requisite number of members for establishing a quorum and the vote requirement for passage of matters requiring a two-thirds vote. Mason’s Manual section 501 provides the authority in those circumstances when the other three sources are silent or inexplicit on how one determines a quorum, as “a majority of the members remaining qualified”. Furthermore, section 501-3 provides that compliance with a constitutional provision that fixes a quorum at a stated number is mandatory. Thus, if your constitution specifies a method for determining a quorum, your constitution controls; otherwise look to section 501 of Mason’s Manual.

With regard to the two-thirds vote requirement, in the absence of any constitutional provision or relevant jurisprudence addressing this subject, the number of members required for a two-thirds vote would also be based upon the total number of members remaining qualified. Be mindful of your constitutional requirements, for section 512 provides that when a two-thirds vote is required for any purpose by a constitution or controlling provision of law, that vote must be obtained for the vote to be effective. Where your constitution requires two-thirds votes of all members, even though there are vacancies, a vote equal to two-thirds of the total membership is required. We encourage you to review Mason’s sections 501 and 512.

-Mr. Mason

Send your parliamentary inquiries to AskMrMason@ncsl.org. The inquiries that are chosen for response will be featured in an “Ask Mr. Mason” column in a future edition of the Legislative Administrator. This advice column can only be successful with your help. We would appreciate your inquiries and will do our best to answer them in a manner that would make Mr. Mason proud.
Dear Mr. Mason:

The Governor vetoes a Senate bill and returns the bill to the Senate. The Senate overrides and sends the bill to the House.

The House overrides by the required vote. The Speaker states the bill becomes law notwithstanding the Governor’s objection.

The majority leader moves to reconsider the vote by which the House overrode the veto and then to table the motion to reconsider (the two motions together constitute the “clincher motion”) - it is properly seconded and the motion carries.

Once the Speaker stated the bill became law is the motion to reconsider in order?

-Clinched in the House

Dear Clinched in the House:

Mason’s sections 458 & 755-1 both clearly state that the vote to approve notwithstanding the executive veto, whether affirmative or negative, is subject to the motion to reconsider.

The motion to pass notwithstanding the veto is a main motion. The vote on this motion should not be considered final and beyond reconsideration until the house taking the vote has messaged its result and transferred the instrument beyond that house's control.

The Speaker's statement is a mere announcement of the outcome of the vote and not a declaration of finality. The clincher motion is the final action of the body and the transfer of the bill closes the door to the House's further action. We encourage you to review Mason’s sections 458 and 755.

-Mr. Mason

Send your parliamentary inquiries to AskMrMason@ncsl.org. The inquiries that are chosen for response will be featured in an “Ask Mr. Mason” column in a future edition of the Legislative Administrator. This advice column can only be successful with your help. We would appreciate your inquiries and will do our best to answer them in a manner that would make Mr. Mason proud.
<table>
<thead>
<tr>
<th>Year</th>
<th>President</th>
<th>Staff Chair</th>
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<tbody>
<tr>
<td>1975</td>
<td>Senator Kevin Harrington</td>
<td>Eugene Farnum</td>
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<td>Senate President</td>
<td>Director</td>
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<td>Massachusetts</td>
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<td>Michigan</td>
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<td>1975 - 1976</td>
<td>Representative Tom Jensen</td>
<td>Bonnie Reese</td>
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<td>Minority Leader</td>
<td>Executive Secretary</td>
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<td>Legislative Council</td>
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<td>1977-1978</td>
<td>Speaker Martin Sabo</td>
<td>McDowell Lee</td>
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<td>Minnesota</td>
<td>Secretary of the Senate</td>
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<td>Alabama</td>
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<td>1977-1978</td>
<td>Senator Fred Anderson</td>
<td>Robert Herman</td>
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<td>Senate President</td>
<td>Special Asst. to the Speaker</td>
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<td>Colorado</td>
<td>New York</td>
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<td>1978-1979</td>
<td>Senator Jason Boe</td>
<td>Art Palmer</td>
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<td>Senate President</td>
<td>Ex. Director, Legislative Council Bureau</td>
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<td>Oregon</td>
<td>Nevada</td>
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<td>1979-1980</td>
<td>Speaker George Roberts</td>
<td>David Johnston</td>
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<td>New Hampshire</td>
<td>Director, Legislative Services Comm.</td>
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<td>Speaker Pro Tem</td>
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<td>Kansas</td>
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<td>1982-1983</td>
<td>Asmblymn Wm. Passannante</td>
<td>Joe Brown</td>
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<td>1983-1984</td>
<td>Senator Miles “Cap” Ferry</td>
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<td>1984-1985</td>
<td>Representative John Bragg</td>
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<td>1985-1986</td>
<td>Senator David Nething</td>
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<td>1986-1987</td>
<td>Representative Irving Stolberg</td>
<td>Sue Bauman</td>
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<td>Speaker</td>
<td>Executive Asst. to the Senate President</td>
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<td>Connecticut</td>
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<td>1988-1989</td>
<td>Senator Samuel Nunez, Jr.</td>
<td>Betty King</td>
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<td>Senate President Pro Tem</td>
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<td>Louisiana</td>
<td>Texas</td>
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<td>1989-1990</td>
<td>Representative Lee Daniels</td>
<td>Patrick O’Donnell</td>
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<td>House Minority Leader</td>
<td>Clerk of the Legislature</td>
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<td>Illinois</td>
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<td>1990-1991</td>
<td>Speaker John Martin</td>
<td>William Russell</td>
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<td>Maine</td>
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<td>1991-1992</td>
<td>Senator Paul Burke</td>
<td>Terry Anderson</td>
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<td>Senate President</td>
<td>Director, Legislative Research Council</td>
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<td>Kansas</td>
<td>South Dakota</td>
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<td>1992-1993</td>
<td>Representative Arthur Hamilton</td>
<td>Donald Schneider</td>
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<td>House Minority Leader</td>
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<td>Delaware</td>
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<td>1994-1995</td>
<td>Representative Karen McCarthy</td>
<td>Ted Ferris</td>
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<td>1996-1997</td>
<td>Representative Michael Box</td>
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<td>Alabama</td>
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| 1997-1998 | Senator Richard Finan President of the Senate Ohio | Anne Walker  
Chief Clerk of the House  
Missouri |
| 1998-1999 | Representative Dan Blue Senior Majority Leader North Carolina | Tom Tedcastle  
Director of Bill Drafting & General Counsel  
Florida |
| 1999-2000 | Representative Paul Mannweiler Republican Leader Indiana | John B. Phelps  
Clerk of the House  
Florida |
| 2000-2001 | Senator Jim Costa California                   | Diane Bolender  
Director, Legislative Service Bureau Iowa |
| 2001-2002 | Senator Steve Saland New York                  | Ramona Kenady  
Chief Clerk of the House  
Oregon |
| 2002-2003 | Senator Angela Monson Oklahoma                 | Gary Olson  
Director, Senate Fiscal Agency  
Michigan |
| 2003-2004 | Speaker Martin Stephens Utah                   | Max Arinder  
Executive Director, Legis. PEER Committee  
Mississippi |
| 2004-2005 | Delegate John Hurson Maryland                  | Jim Greenwalt  
Director, Information Systems  
Minnesota |
| 2005-2006 | Senator Steven Rauschenberger Asst. Senate Republican Leader Illinois | Susan Clarke Schaar  
Clerk of the Senate  
Virginia |
| 2006-2007 | Senator Leticia Van de Putte Texas             | Steve Miller  
Chief, Legislative Reference Bureau  
Wisconsin |
| 2007-2008 | Representative Donna Stone Delaware            | Sharon Crouch Steidel  
Director, House Information Systems  
Virginia |
| 2008-2009 | Speaker Joe Hackney North Carolina             | Gary VanLandingham  
Director, Office of Program Policy Analysis and Government Accountability (OPPAGA)  
Florida |
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<tr>
<th>Year</th>
<th>President</th>
<th>Staff Chair</th>
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<td>2009-2010</td>
<td>Senator Don Balfour</td>
<td>Nancy Cyr</td>
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<td>Georgia</td>
<td>Legal Counsel</td>
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<td>2010-2011</td>
<td>Senator Richard Moore</td>
<td>Tim Rice</td>
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<td>Massachusetts</td>
<td>Executive Director, Legislative Info. System</td>
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<td>2011-2012</td>
<td>Senator Stephen Morris</td>
<td>Michael Adams</td>
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<td>Kansas</td>
<td>Director, Strategic Planning, Senate</td>
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<td>2012-2013</td>
<td>Speaker Terie Norelli</td>
<td>Patsy Spaw</td>
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<td>New Hampshire</td>
<td>Secretary of the Senate</td>
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WHY IS IT IMPORTANT TO LEARN PARLIAMENTARY PROCEDURE?

By Megan Totino Consedine

When I was asked to be a speaker for the Crash Course on Parliamentary Procedure session during NCSL’s 2013 Legislative Summit, I was pleasantly surprised. I have only served as the Pennsylvania Senate’s Secretary and Parliamentarian for a little more than a year and wondered what pearls of wisdom I could offer to my colleagues from across the country who have, for the most part, been serving as parliamentarians for many years. Although I have been a lawyer for more than 19 years, my election as the PA Senate Secretary marked my first foray into the world of the legislative branch. This new role completely removed me from my comfort zone and I jumped right in and immersed myself in learning the ins and outs of the legislative process. After a whirlwind five-week training “course” with my predecessor, I was on my own. Now what?

Even though we all know that legislative bodies are charged with, among other things, the responsibility for making laws, I had never given much thought, prior to becoming a parliamentarian, to the idea that parliamentary procedure lies at the heart of this legislative process. I knew I had to find our rules, learn them and become the expert that my members and their staffs expect me to be. So, I gathered our Rules, our precedent from the 1880s to the present, and the Mason’s Manual, rolled up my sleeves and got to work.

The NCSL staff knew exactly what they were doing when they asked me to speak on the topic of why it is important to learn parliamentary procedure, because I had just spent the past year doing exactly that. And, I had taken what I learned and shared it with our new members and staff, as well as returning staff, during their training on the importance of parliamentary procedure in their work.

It is critical for legislators and their staff members to understand the relevance of parliamentary procedure to their legislative work. That’s not to say that all elected members and all staff members must become parliamentary experts. Quite the contrary. I would offer, rather, that these individuals need to gain a big-picture understanding of the general parliamentary principles that are applicable to the legislative process. I make this statement with the caveat that, leaders and the staff who serve them, as well as caucus attorneys, must have a more detailed understanding of the rules of parliamentary procedure so that they can more effectively carry out their duties. For the rest of you, understanding the big picture will serve you well.

In order to develop my training materials and talking points, I put on my law professor hat and put myself in the shoes of my “students.” I realized immediately that my audience likely was quite skeptical as to the need for understanding parliamentary procedure. I thought, if I can help them to understand why we have parliamentary rules, then surely they will understand why they need to learn these rules. It was this information -- why we have parliamentary rules -- which became the substance of my training and of my presentation in Atlanta, and which I will briefly explain here.

As you can imagine, there are many reasons why we have parliamentary rules, but in the interest of brevity I focused on only four. First, parliamentary rules establish order. We all know that rules in general establish order and that for any group of individuals to work together and get the job done, they must have an accepted way of doing things. For the legislative process, parliamentary rules do just that – they provide the procedural framework for the body to consider the issues that come before it and to resolve the disputes that arise. These rules should be thought of, not as rigid and inflexible and overly technical, but rather, as promoting order and openness and fairness in the legislative process.
Second, parliamentary rules provide balance in the legislative process. It is critical for members and staff alike to understand that every member is presumed to be the equal of every other member of the body, and that every member has rights which must be protected. Parliamentary rules protect these rights. They protect the right of the majority to have its way; they protect the right of the minority to have its say. Your understanding of these rights will guide your conduct throughout the legislative process, whether it is on the floor, in a committee meeting or elsewhere.

Third, parliamentary rules stipulate the appropriate decorum for the body. It is critical for members and staff to fully understand what is acceptable behavior and what is not, and to act accordingly. Without these rules it would be a Herculean task to have meaningful deliberations on the issues before the body or to have orderly consideration of the day’s business.

Fourth and finally, parliamentary rules help to prevent surprises. I am a realist; these rules will not eliminate all surprises, but I will take what I can get when we are in a heated debate on the Senate floor. Our session is televised and streamed live over the Internet. All members want to be and want to appear to be competent, zealous advocates for their constituencies. My experience has been that often I am consulted for an opinion before we go to the floor and that many times the issues upon which I opined were not raised on the floor. However, if these issues are raised then I am able to prepare and give guidance to my presiding officer, who can then make a thoughtful decision from the rostrum.

As a practical matter, I offered two final pieces of advice. First, find your rules, read them and work to gain an overall understanding of the big parliamentary picture. Next, reach out to the experts in your caucus or institution when you have questions on parliamentary procedure. We are the experts. It is our job to help you do your job, so please ask for our assistance. Just remember, these rules are relevant to your work. They provide order and balance to the legislative process and your understanding of this will empower you to more effectively carry out your legislative duties.

Megan Totino Consedine being sworn in on June 27, 2012 with her son Jack and daughter Maura Grace.
Missouri House of Representatives

-Dana Rademan Miller

Following the drop of the Speaker’s gavel signaling adjournment on the final day of session, members of the Missouri House of Representatives toss remaining legislation into the air—a gesture confirming that session is truly “out” and interim for the members has officially begun. This tradition proves that the Missouri House will never truly be a “paperless” chamber!
Florida Legislature's Sine Die the Dropping the Handkerchief
-Diane Bell

The Chamber doors are opened on either end of the Capitol Rotunda where the Senate President and the Speaker can look down the "columned sea" of members, staff, lobbyists and other interested parties who are lined up on either side of the Rotunda to watch this time-honored tradition.

The House and Senate Sergeant-at-Arms stand in the center of the Rotunda between the House and Senate Chambers each holding a white handkerchief awaiting the presiding officer’s signal. The signal is given when the President and Speaker gavel the adjournment of the regular session, "sine die". The Sergeants "drop the handkerchief" at the sound of the gavels.

The tradition began in the "Old Capitol", or as it is now called the "Historic Capitol" when the President and the Speaker could not see when the other house had adjourned. This was caused by construction over the years that added wings locating the Senate and House so far apart.

More years than not, this tradition is carried out. There have been some years, as an example, when tension between the two houses or one house adjourning before the other has kept this from occurring. However, it is a celebrated tradition that the public, members and staff look forward to each year.

Massachusetts Fish Tales
-Steven James

It is widely believed among veteran House staff and long-time legislators that the head of the “Sacred Cod”, a 5 foot-long wooden sculpture of a codfish that hangs above the House Chamber at the edge of the House Gallery, faces to the north when Democrats control the Chamber, as it does now, and to the South when the Republicans are in charge.

Prior to Thomas P. “Tip” O’Neill, Jr., former Speaker of the U.S. House, being elected Speaker of the Bay State’s lower chamber in 1949, the Republican Party had controlled the House for many decades. Since none of the current staff or members pre-date 1957, the legend of the head of the cod facing to the South under Republican leadership was assumed to be factual. A few years ago, however, the Office of the House Clerk collectively purchased a print at an antique shop that depicts the House Chamber in the year 1898. One of the people shown on the House Rostrum in that print is Republican Speaker, John L. Bates. Interestingly, the “Sacred Cod” is prominently displayed in the print as facing to the North not the South, thereby turning what was previously considered truth into myth.
Committee Meetings
ASLCS Meeting Schedule

2013 ASLCS Professional Development Seminar
70th Anniversary Celebration of ASLCS
Sacramento, California
October 9-13, 2013