

Bylaws and Standing Orders Committee Meeting Minutes

2015 NCSL Legislative Summit
Seattle, Washington
Monday, August 3, 2015

Call to Order

The meeting of the Bylaws and Standing Orders Committee was called to order by Patsy Spaw (TX), chair.

Attendance

The following members of the committee were present:

<input checked="" type="checkbox"/>	Patsy Spaw (TX), Chair	<input type="checkbox"/>	Terry Spieler (MO)
<input checked="" type="checkbox"/>	Sandy Tenney (UT), Vice-Chair	<input type="checkbox"/>	Carol Newton (MO)
<input checked="" type="checkbox"/>	Bill MaGill (VT), Vice-Chair	<input type="checkbox"/>	Tad Mayfield (MO)
<input type="checkbox"/>	Jeff Woodard (AL)	<input type="checkbox"/>	Patrick O'Donnell (NE)
<input checked="" type="checkbox"/>	Suzi Lowell (AK)	<input type="checkbox"/>	Paul Smith (NH)
<input checked="" type="checkbox"/>	Liz Clark (AK)	<input checked="" type="checkbox"/>	Claire Clift (NV)
<input type="checkbox"/>	Tisha Gieser (AK)	<input checked="" type="checkbox"/>	Susan Furlong (NV)
<input type="checkbox"/>	Shereen Baker (CA)	<input checked="" type="checkbox"/>	Patience Worrel (TX)
<input type="checkbox"/>	Cindi Markwell (CO)	<input checked="" type="checkbox"/>	Phil Cottingham (TX)
<input type="checkbox"/>	JoAnne Hedrick (DE)	<input checked="" type="checkbox"/>	Janice Gadd (UT)
<input type="checkbox"/>	Brad Bolin (IL)	<input checked="" type="checkbox"/>	G. Paul Nardo (VA)
<input checked="" type="checkbox"/>	Butch Speer (LA)	<input type="checkbox"/>	Susan Clarke Schaar (VA)
<input type="checkbox"/>	Ron Smith (LA)	<input checked="" type="checkbox"/>	Paul Campos (WA)
<input checked="" type="checkbox"/>	Judy Barrows (ME)	<input type="checkbox"/>	Bo Hoover (WV)
<input type="checkbox"/>	Al Mathiowetz (MN)	<input checked="" type="checkbox"/>	Tara Perkinson (VA)
<input type="checkbox"/>	Michael Linn (MN)	<input type="checkbox"/>	
<input type="checkbox"/>	Julie Bochat (MO)	<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>	

Other members/guests in attendance included Russell Humphrey (TN), ASLCS President; Cheryl Laube, former Chief Clerk of the Arizona House of Representatives; Jeanne Mejeur (NCSL); and Brenda Erickson (NCSL).

Approval of Minutes

Upon a motion by Tara Perkinson (VA), the minutes of the last meeting held May 2, 2015, during the 2015 ASLCS Spring Meeting in Clearwater, Florida, were approved without objection.

Old Business

Patsy Spaw, (TX), chair, provided a summary of the spring meeting in Clearwater and report on her presentation of committee recommendations to the ASLCS Executive Committee in Clearwater. The recommendations presented included (1) the comprehensive draft of the technical changes to the Standing Orders; (2) proposed language describing ASLCS committees, the MacFarland Scholarship, video recordings, and the responsibilities of the President-elect; and (3) identified conflicting provisions in the Standing Orders. The Executive Committee discussed the recommendations and decided to review them more fully and to conduct a conference call before the NCSL Summit for final action.

A conference call with the Executive Committee was conducted on July 23 at which time Patsy Spaw explained each of the committee's recommendations. The Executive Committee approved

the technical changes and the language drafted for the committee descriptions, the MacFarland Scholarship, and video recordings. The Executive Committee established the amount of the MacFarland Scholarship (\$1,000) and clarified language prohibiting someone who had been previously awarded the scholarship from applying again. Also discussed was whether the responsibilities of the Technology Committee for the ASLCS Facebook should be included in the committee descriptions. Patsy Spaw offered to research the issue and provide draft language at the NCSL Summit. Due to the inability of Susan Furlong to participate in the conference call, a decision was deferred until the Summit on the President-elect responsibilities proposal and the issue of conflicting provisions.

The chair reported that following the Executive Committee conference call, two new recommendations had been drafted for the committee to review. The first recommendation was to conform the language in the Burdick and Richards scholarships to the MacFarland scholarship to clarify the limitation applied to one who was awarded the scholarship rather than simply being selected. The chair laid out the proposal for committee discussion. Following discussion, Tara Perkinson (VA) moved that the proposal be presented to the Executive Committee. The motion was seconded by Judy Barrows (ME). The motion was adopted without objection.

The chair laid out the second recommendation that was drafted to record Executive Committee action on the Executive Committee approval of the ASLCS Facebook project, setting the parameters of the project, identifying the administrators, and providing for annual review by the Executive Committee. Tara Perkinson (VA) asked if the term "social media" should be used rather than "Facebook." The committee discussed the issue and decided that since the Executive Committee had specifically addressed the issue of having a trial-run Facebook account the designation should be not changed. Jeanne Mejeur (NCSL) clarified the policy of who the Facebook administrators are informing the committee that the current administrators are Janice Gadd (UT), Bill McGill (VT), and Jeanne Mejeur (NCSL). Janice Gadd (UT) moved that the proposed Facebook recommendation be submitted to the Executive Committee. The motion was seconded by Judy Barrows (ME). The motion was adopted without objection.

The chair then opened discussion on the conflicting provisions proposal, which had been deferred by the Executive Committee. Item 1, which dealt with archiving and preserving Society documents, raised concern regarding who has actual custody of ASLCS books, records, and papers and the conflicting provisions in the Standing Orders and the specific provisions of ASLCS Bylaws. Claire Clift (NV) noted that Nevada had preserved all Society documents for many years and at the time the documents were transferred an index was created of those documents.

New Business

The Bylaws Committee has been assigned a concurrent session for the PDS in Raleigh. The topic for the session is the history of clerks and secretaries. This subject was presented as a concurrent session in Sacramento in 2013 at the 70th anniversary of the Society. President Russell Humphrey (TN) suggested that the concurrent session in Raleigh be interactive with the theme "Who are we and why do we do what we do?" There was committee discussion about other previous concurrent sessions on the topic and suggestions for a trivia game format or a name that person format using old photos--something light but packed with information. The following committee members volunteered to work on the project: Tisha Gieser (AK), Liz Clark (AK), Suzi Lowell (AK), Tara Perkinson (VA), Janice Gadd (UT), Maryann Horch (VA), Phil Cottingham (TX), Patience Worrel (TX), and Patsy Spaw (TX).

Adjournment

There being no further business to come before the committee, Liz Clark (AK) moved the committee stand adjourned. The motion was seconded by Judy Barrows (ME). Without objection, the meeting was adjourned.

Respectfully submitted,
Patsy Spaw (TX), Chair