

Academic Law Libraries Special Interest Section  
Minutes of Executive Board Conference Call Meeting  
June 15, 2006, 2:00 p.m.

Present: Michael Slinger, Chair; Suzanne Thorpe, Vice-Chair/Chair-Elect; Carole Hinchcliff, Immediate Past Chair; Susan Lewis-Somers, Secretary-Treasurer; Carol Bredemeyer, Executive Board Member.

**1. Call to order** – Michael Slinger

The meeting was called to order at 2:00 p.m.

**2. Bylaws amendments**

The Board discussed the proper procedure for conducting a vote to amend the Bylaws. Michael will ask Tom Hanley, Chair of the Bylaws Committee, to lead the discussion of the proposed amendments prior to the Bylaws vote at the annual business meeting in St. Louis.

Susan will post a second announcement about the proposed Bylaws amendments and the election to the ALL-SIS listserv. She will encourage early discussion on the list. She will also bring copies of the proposed Bylaws amendments to the business meeting.

**3. Annual business meeting**

Michael will send the Board a draft business meeting agenda. He will ask selected committee chairs to give reports at the meeting.

Susan will give the Secretary's and the Treasurer's reports and will ask Michelle Wu and Linda Ryan, winners of the Vice-Chair/Chair-Elect and Secretary-Treasurer positions, respectively, to stand when she announces the results of the 2006 election. Michael will ask one of them to take attendance head counts several times during the meeting.

Michael will turn over the gavel to Suzanne at the end of the meeting. She will offer brief remarks and close the meeting.

Suzanne will pick up the signs for the business meeting and other ALL-SIS events from the AALL Office.

**4. Awards and grants**

The Board is disappointed in the small number of applications the Awards Committee received for this year's monetary grants. They discussed whether the application may be too long or difficult, or the award funds not sufficient, or whether the awards were not publicized frequently enough on the listserv.

The Board agreed to increase the awards to \$500 each and to ask applicants to provide only the names of references, rather than letters of reference. The committee can call references during its decision-making process.

There were also not as many nominations for awards as there were last year, either. These should also be publicized more heavily on the listserv next year.

## **5. Member survey**

Michael will ask Marjorie Crawford and Victoria Williams, Co-Chairs of the Membership Committee, to present the significant results of the 2006 member survey at the business meeting.

## **6. Reception and awards ceremony**

Phil Berwick sent the email invitations for the ALL-SIS reception to members. He will also send a follow-up reminder to members.

The reception is scheduled to begin at 6:30 p.m. at Washington University. At 7:30, Michael will welcome the CONALL attendees and the present Ed Edmonds, Chair of the Awards Committee, who will present the awards.

The buses will run to Washington University from 6:00 to 8:30, and return buses will run until 9:30.

## **7. ALL-SIS VIP**

Incoming ABA Consultant on Legal Education Hulett "Bucky" Askew will attend the conference on Saturday and Sunday as the guest of ALL-SIS. Several members of the Board and others will have lunch with him on Saturday.

Bucky will speak at the Sunday business meeting, at the close of business. Michael will ask presenting committee chairs to sit with Bucky at a table in front. He will also ask Michelle Wu to greet him and take him to the table.

## **8. Sourcebook advertisement**

Julia O'Donnell at HQ reported to Michael that each SIS is allowed an annual 1/2 page Spectrum advertisement at no charge. She said ALL-SIS could reserve ad space in the October 2006 issue if it confirms by August 3. The actual ad must be finished and sent to Julia by September 1.

Julia offered to assist the Legal Research Sourcebook Committee in designing an ad for the Legal Research Sourcebook. Susan will contact Paul Howard, Co-Chair of the Legal Research Sourcebook Committee, to ask him to coordinate the ad logistics with Julia. He will ask her to include Susan in whatever she develops for Paul.

## **9. Committee reports**

Michael has not received several annual committee reports that were due to him on June 12. Board members who are liaisons to those committees will send reminders to those committee chairs.

## **10. New business**

Suzanne reported that 70 members volunteered for 2006-2007 committee assignments, and almost all were assigned to their preferred committees. She has also named a chair for each committee. Continuing Board members should contact Suzanne if they want to be liaisons for particular committees.

Suzanne will send out revised charges and committee rosters to the Board next week. She plans to clarify committee charges to emphasize that members are not entitled to continue on the same committees for more than a few years. She has also added this proviso to the committee volunteer form.

She has further included in each committee charge that the chair must draft committee rules and procedures, to pass on to successor chairs. She has asked Lee Peoples to coordinate this effort. He has drafted rules and procedures for the Program Committee, which will serve as an example for other committee chairs.

## **10. Next conference call – Michael Slinger**

The next Board meeting will be held at the AALL Annual Meeting in St. Louis on Saturday, July 8, 2006 at 4:00 CST.

## **7. Adjournment – Michael Slinger**

The meeting adjourned at approximately 3:30.

Respectfully submitted,  
Susan Lewis-Somers, Secretary-Treasurer