

LSCLS Fall Board Meeting Minutes  
Monday, October 7, 2019 7:00-8:00pm CST, call-in meeting

1. Call to order by James Gardner at 7:03pm  
Members on the call: Norma Bivona, Lee Ellen Brunson-Sicilia, Jennifer Bushnell, Cheryl Caskey, James Gardner, Sonya Hidalgo, Karrie Hovis, Deborah Fox, Patsy Jarreau, Jessica Peel, Claude Rector, Cheyenne Reyes, Bonnie Jo Taylor, Joette Taylor, Mikayla Thompson, Shannon Weems, Michele Werner, Karen Williams
2. Minutes – Fall 2018/Spring 2019 Minutes – presented by James Gardner  
Motion to accept by Sonya Hidalgo, seconded by Karen Williams  
No discussion
3. Treasurer’s Report – Joette Taylor Report submitted  
Financial statement – Everything is fine. We are slightly over-budget with awards but we will discuss this more later in the meeting.
4. President’s Report – James Gardner Report submitted
5. President-Elect’s Report – Luke Caruso Nothing to report
6. Past President’s Report – Karen Williams Report submitted
7. Region VII Report – Claude Rector  
ASCLS Pumpkin Contest is trending on social media with hashtag #ASCLSPumpkin2019. Total ASCLS membership is down so it is important to reach out to lapsed members. A Lapsed Membership Campaign is on-going. ASCLS Board of Directors is working on a document detailing how the society is structured and run. This self-study is being done to ensure that committees and the society overall are functioning in the best manner possible. Government Affairs activity is currently stalled but still in-progress. A steering committee and survey have been created for CLEC, to potentially move that meeting from early Spring to Fall each year and decrease the burden of travel costs now that ASCLS has been moved to June. Region VII report will be submitted to Board of Directors meeting in November 2019. 2021 LSCLS Bi-state meeting will be held in New Orleans.
8. Area I Report – Kristin Butler Report submitted
9. Area II Report – Evelyn Tidwell Report submitted
10. Area III Report – Sheryl Herring No report submitted
11. Area IV Report – Sonya Hidalgo Report submitted
12. Area V Report – **Vacant**
13. Area VI Report – Deborah Fox No report submitted
14. Area VII Report – **Vacant**

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|---|--|---------------------|
| 15. Awards –                                  | Jessica Lasiter  | Nothing to report   |
| 16. Nominations Chair –                       | Jennifer Bushnell  | Report submitted    |
| 17. Student Bowl –                            | Rosalie Hendrix  | Report submitted    |
| 18. Career Recruitment –                      | Mary Mitchell  | No report submitted |
| 19. Education and Scholarships –              | Shannon Weems  | Nothing to report   |
| 20. Web Master/Social Media –                 | Karrie Hovis/Jessica Peel  | Report submitted    |
|   | Karrie Hovis is Webmaster. Please email any website updates to her. Jessica Peel is overseeing the Facebook page.  |                     |
| 21. Newsletter –                              | Cheyenne Reyes/Kristin Butler  | Report submitted    |
| 22. Membership Development –                  | Bonnie Jo Taylor   | Nothing to report   |
|   | We will be participating in the Lapsed Membership campaign.  |                     |
| 23. Finance –                                 | Patsy Jarreau  | No report           |
|   | Joette – the current financial report indicates that budget allotment for student paper awards, currently set at \$1,000, may need to be increased. In recent years, about \$1,500 has gone toward these awards. This is because of an increase in the number of student papers now being regularly submitted. Two motions were made by Karen Williams, to increase the amount for student paper awards from \$1,000 to \$1,500 and to increase the budget for student paper awards. Both motions were seconded by Jennifer Bushnell. Motions carried. |                     |
| 24. Government Affairs –                      | Cheryl Caskey  | Nothing to report   |
| 25. Political Action Committee –              | Luke Caruso  | Nothing to report   |
| 26. P.A.C.E –                                 | Lacy Falke   | No report           |
| 27. Bylaws –                                  | Karen Williams   | Nothing to report   |
| 28. Developing/Ascending Professional Forum – | Norma Bivona   | Nothing to report   |
|   | Norma will do a conference call soon with Developing and Ascending Professional Chairs to plan activities for the upcoming year.   |                     |
| 29. Developing Professional Chair –           | Mikayla Thompson   | No report           |
| 30. Ascending Professional Chair –            | Cheyenne Reyes   | No report           |
| 31. Leadership Development –                  | Lynda Britton  | No report           |

### 32. Old Business

#### 2021 LSCLS/ASCLS-MS Bi-state Meeting—James Gardner/Karrie Hovis

Leadership from LSCLS, ASCLS-MS, and TACLS met to discuss how the 2021 meeting will go. A contract was drawn up to address how any excess monies or losses will be divided after the meeting. The contract states that any gains or losses will be divided evenly between the three societies. James Gardner moved to vote on approval of the contract. Sonya Hidalgo seconded. The motion carried. The goal is to have the contract signed by the end of the month.

#### Bylaws- Policies and Procedures

### 33. New Business

#### 2019 KPI Survey

A Key Performance Indicator survey from the ASCLS Task Force was sent out to assess the “health” of each society. Each society is to submit their feedback by November 1. Concerns were raised about whether specifics regarding our spending and profits should be shared with the Task Force committee. Discussion about whether it might be better to share ranges rather than actual dollar amounts as well as discussion about how survey feedback will be used and what the next steps will be once data is collected by ASCLS. Claude explained that the Task Force wants to gauge the overall finances of each society so that an area of need may be identified, if present, to help strengthen individual societies. Also, survey information is not strictly financial, and results will be given to board members only. James will raise questions and concerns about the KPI survey to Task Force members.

#### Financial Audit

Joette Taylor, James Gardner, Karen Williams, Michele Werner and Jessica Lasiter met in Alexandria to perform a financial audit of bank account statements, expense forms, and income forms. Everything looks great at this time.

#### Lapsed Member Campaign

Lapsed members will be divided between Area Reps to be contacted, with the hope that more personal connections will promote lapsed membership renewal.

### 34. Adjournment

Motion to adjourn by Norma Bivona, seconded by Jennifer Bushnell.

Meeting adjourned at 8:03 pm.