

**AALS – THE ASSOCIATION FOR ARKANSAS LEGAL SUPPORT
PROFESSIONALS
MINUTES OF THE FALL MEMBERSHIP MEETING
SEARCY, ARKANSAS
SEPTEMBER 12, 2020**

President Belinda Penn, PLS, CCM called the meeting to order.

Erma Brady led members in the Pledge of Allegiance to the Flag.

Cheryl Summerhill, PLS read the NALS Code of Ethics, AALS Mission Statement and AALS Vision Statement.

Martha Cox, PP, PLS led members in opening prayer.

President Belinda Penn, PLS, CCM welcomed members to the 2020 AALS Fall Business Meeting.

According to the registration there were three chapters represented at this meeting. There were no members attending AALS Business Meeting for the first time. There were three members-at-large attending. There were no visitor(s) or guest(s) in attendance.

The chair appointed Ann Simmons as the official timekeeper and teller for the meeting

The Consent Agenda was provided to each member.

Ann Simmons, Parliamentarian read the explanation of this process, Section 40 of Robert's Rules of Order, entitled Order of Business.

President Belinda Penn, PLS, CCM asked the members if everyone had a chance to review the Consent Agenda. With no objections, the Chair called for a motion to approve the Consent Agenda. A motion was made and seconded. All in favor. Motion carried.

EXECUTIVE COMMITTEE RECOMMENDATIONS:

RECOMMENDATION NO. 1: The EC recommends approval of one grant in the amount of \$500.00.

All in favor of the EC's recommendation. Motion carried.

RECOMMENDATION NO. 2: The EC recommends approval of the date, location, registration fee, schedule, speakers and speaker's topics for the 2021 Winter Membership Meeting hosted by White County LSP.

All in favor of the EC's recommendation. Motion carried.

RECOMMENDATION NO. 3: The EC recommends approval of the date, location, registration fee and schedule for the 2021 Annual Educational Conference and Spring Membership Meeting hosted by Northeast Arkansas LSP.

All in favor of the EC's recommendation. Motion carried.

RECOMMENDATION NO. 4: The EC recommends approval of one paid registration drawing for the AALS 2021 Winter Membership Meeting.

All in favor of the EC's recommendation. Motion carried.

RECOMMENDATION NO. 5: The EC recommends approval to transfer \$25.00 to the Scholarship Fund in Memory of Tom Penn, (Belinda Penn's father).

All in favor of the EC's recommendation. Motion carried.

ACTION ITEMS:

Selection of the 2021 Fall Membership Meeting and Educational Conference site: Motion tabled.

DISCUSSION ITEMS:

1. **SCHOLARSHIP/GRANT GUIDELINES COMMITTEE:** Attachment I of AALS Standing Rules provide for this.
2. **CLEC COMMITTEE MEMBERS:** Members are needed to volunteer
3. **AALS 50/50 DRAWING:** Members will continue to buy and hold their tickets for the drawing until the Annual AALS Meeting, where a drawing will be held.

INFORMATIONAL ITEMS:

The following EC actions "electronically" since the Spring Membership Meeting:

- ◆ 06/13/2020: The EC approved the 2020 Winter Membership Meeting Minutes.
- ◆ 07/06/2020: The EC approved the budgeted payment of Invoice #1081 from Christy Makes It Pop in the amount of \$75.00 for the quarterly fee of the AALS website maintenance.
- ◆ 09/03/2020: The EC approved the following:
 1. The appointment of Linda Adair as Scholarship and Grant Chair.
 2. President Penn, PLS, CCM contacted Pete Hollingsworth and/or Stark Ligon to fill the vacant speaker slot for the 2020 Fall Meeting.
 3. The release of the budgeted funds for the registration fees for the officers to attend the 2021 Annual Meeting.

4. Award of Excellence Judges: Cheryl Whitfield, White county District Deputy Clerk, Bald Knob Division; Levi Wright, Race Street Sonic Manager; and Glynda Lane, Retired.

◆09/10/2020: The EC approved, by electronic vote, the following:

1. The grammatical changes made to the AALS governing documents submitted by Parliamentarian, Ann Simmons.
2. The Treasurer's Report was submitted by Treasurer, Doris Compton, PP, PLS, Emeritus.

A motion was made and seconded. All in favor. Motion carried.

Please note the informational items and deadlines listed on your Consent Agenda. If, for any reason, any officer or committee chair is unable to meet a deadline as set out in our governing documents, please let Belinda Penn, PLS, CCM know as soon as possible. Life happens to all of us, and the EC is here as your helping hands when you need us.

There being no further business meeting adjourned.

INFORMATIONAL ITEMS AND DEADLINES:

<i>September 26, 2021</i>	NALS 2020 Virtual Conference
<i>December 15, 2021</i>	Informer Deadline
<i>January 9, 2021</i>	AALS 2021 Winter Membership Meeting hosted by White County LSP
<i>April 30-May 1, 2021</i>	AALS 2021 Annual Conference hosted by NEALSP

Respectfully submitted,

April Rasdon, CCM
AALS Executive Secretary