

AALS – THE ASSOCIATION FOR ARKANSAS LEGAL SUPPORT PROFESSIONALS
MINUTES OF THE 2022 WINTER MEMBERSHIP MEETING AND
SPECIAL CALLED MEETING
Higginson, White County, Arkansas
January 8, 2022

The 2022 Winter Membership Meeting and Special Called Meeting of AALS - the Association for Arkansas Legal Support Professionals was called to order by President Doris Compton, PP, PLS, Emeritus at 10:07 a.m. Martha Cox, PP, PLS, opened in prayer and Ann Simmons led us in the Pledge of Allegiance to the Flag. Danny Looney Yoder read the NALS Code of Ethics, and led the membership in reciting the AALS Mission Statement and AALS Vision Statement.

President Compton welcomed members to the 2022 Winter Membership Meeting and Special Called Meeting, thanked Danny Looney Yoder for arranging our meeting room and Zoom capability, and White County Legal Support Professionals members for hosting the meeting. Eight members were present in person, and two were present via Zoom, all of whom were AALS past presidents. The numbers represented our voting members and constituted a quorum. Parliamentarian Linda Adair, PLS, was appointed as the official Timekeeper and Ann Simmons and Janice Miller, PP, PLS, CPS were appointed as tellers for this meeting.

President Compton advised that we would be utilizing the Consent Agenda, which was provided to the membership. Following a motion and second to approve the Consent Agenda, a vote was taken and the motion carried.

ACTION ITEMS:

1. **PRESIDENT’S PIN.** For her dedication and years of service to AALS and its members, Vice President Danny Looney Yoder presented President Doris Compton, PP, PLS, with the pin that had traveled through the presidency of many past AALS presidents, with each person present having had the honor of wearing the pin in the past. The pin was presented to President Compton as the last sitting president of AALS and had been engraved with her years of presidency, i.e., 2000-2002 and 2021-2022.
2. **TREASURER’S REPORT.** Treasurer’s report #2 prepared by Treasurer Janet Gordon, dated November 18, 2021, was accepted as presented. Treasurer’s Report #3 dated January 3, 2022, had been distributed to the members and following motion and second, was accepted as presented.
3. **FINAL REPORT OF 2022 AALS GRANT AWARDS.** Janet Gordon presented her report and announced that she received three timely applications and one after the deadline. The three applications received timely were approved and distribution had been made to: Bailey Cox, \$1,666.67; Emma Martin, \$1,666.67; and Donald “Trey” Miller, \$1,666.66. A thank you note from Emma Martin was read into the record.

4. **RECOMMENDATIONS OF THE EXECUTIVE COMMITTEE:**

Recommendation No. 1: The EC recommended that the Final Report of the 2021 Financial Review Committee for the 2021 AALS Annual Conference as submitted by Martha Cox, PP, PLS and Ann Simmons reflecting distribution of \$335.50 to AALS and \$323.51 to NEALSP with the \$12.00 Bank fees absorbed by NEALSP, be approved. Motion carried.

Recommendation No. 2: The EC recommended that the members ratify and approve the distribution of funds expended for AALS Grand Finale “Let’s Celebrate AALS” Luncheon held on November 20, 2021, in the amount of \$798.37 to Bison Catering by Chartwell. Motion approved.

Recommendation No. 3: In anticipation of the membership approval of adoption of the resolution for dissolution of our state association, the EC recommended approval of the following language for the Resolution of Dissolution of AALS, to be executed by the 2021-2022 President and Executive Secretary. Motion approved.

RESOLVED, that in accordance with the National Association for Legal Support Professionals Rules and Guidelines for Dissolution, a majority of all members of the governing board/voting membership of AALS - the Association for Arkansas Legal Support Professionals, hereby adopts the vote to dissolve our state association on this 8th day of January, 2022, and

RESOLVED, FURTHER, that by a majority vote of the governing board/voting membership, that AALS - the Association for Arkansas Legal Support Professionals, authorized the president and executive secretary to file a Petition to Withdraw/Dissolve, setting forth the reasons for dissolution, and

RESOLVED, FURTHER, that monetary donations are authorized to the following nonprofit associations: Wreaths Across America, Adult Learning Alliance of Arkansas, Reach Out and Read, NEA Family Crisis Center of Jonesboro, AR, and Service Dogs of Distinction, Inc., and

RESOLVED, FURTHER, upon issuance of Simmons Bank’s cashier’s checks to the nonprofit associations as set forth above, all financial obligations to the National Association for Legal Support Professionals have been satisfied, and AALS - the Association for Arkansas Legal Support Professionals hereby relinquishes, suspends, and surrenders its right to act in the business of the National Association for Legal Support Professionals from January 8, 2022, until the Petition to Dissolve is approved by the National Association for Legal Support Professionals, and

RESOLVED, FURTHER, that all financial and other obligations of AALS - the Association for Arkansas Legal Support Professionals, to the National Association for Legal Support Professionals and to any other party have been satisfied as of the date of filing the Petition.

RESOLUTION adopted this 8th day of January, 2022.

**Doris T. Compton,
PP, PLS Emeritus
President 2021-2022**

**Cheryl Summerhill,
PLS Emeritus
Executive Secretary 2021-2022**

Recommendation No. 4: In anticipation of the membership approval of adoption of the resolution for dissolution of our state association, the EC recommended equal distribution of the remaining AALS' funds to the approved nonprofit associations as follows. Motion approved.

Reach Out and Read	\$711.02
Wreaths Across America	\$711.01
Adult Learning Alliance of Arkansas	\$711.01
NEA Family Crisis Center of Jonesboro, AR	\$711.01
Service Dogs of Distinction, Inc.	\$711.01

5. **DISCUSSION OF DISTRIBUTION/DISPOSAL OF REMAINING AALS' ASSETS.** Following discussion and approval of all in attendance, the assets of AALS were distributed/disposed of as follows:

- a. AALS quilted banner (made by Sue Holder) with extension rod - Doris Compton will be the keeper of the banner with the extension rod being disposed of.
- b. printed AALS logo banner - Trashed.
- c. AALS gavel - presented to President Doris Compton in a commemorative box with brass plaques representing her years in presidential service to AALS.
- d. AALS sitting President's pin - presented to President Doris Compton as noted above.
- e. AALS Vice President's Traveling pin (purchased by Janice Miller, PP, PLS) - Janice presented the pin to Vice President Danny Looney Yoder.
- f. Samsung Multimedia projector - Doris will check with DAR to see if it is useful to them, and if not, the projector will be given to Belinda Penn for her personal use.
- g. small, hand-held battery-operated calculator - Belinda accepted the donation and will present it to NEA Family Crisis Center of Jonesboro, AR.
- h. box of various name tags with hanging vinyl badge holders - Trashed.
- i. framed NALS charter (reissued in 1999 when we changed our association name) (it is supposed to be returned to NALS and/or we state that it cannot be found) - has been misplaced/lost and cannot be found.
- j. *Strategic Planning for Nonprofit Organizations* handbook with CD-ROM - Belinda accepted the donation and will present it to NEA Family Crisis Center of Jonesboro, AR.
- k. Package of ALS certification notecard - Trashed.

- l. Three (3) small, table-top United States of America Flags (one w/stand) - Belinda accepted the donation and will present them to NEA Family Crisis Center of Jonesboro, AR.
 - m. One (1) brass tri-pod stand - donated by Doris Compton and it will be returned to her.
 - n. Small stapler, pair of scissors, pens/pencils, and highlighters - Belinda accepted the donation and will present the items to NEA Family Crisis Center of Jonesboro, AR.
 - o. Four (4) gold AALS state logo pins - Pins were given to Doris Compton, Janet Gordon, Martha Cox, and Ann Simmons.
 - p. Voice Recorder used by Executive Secretary (donated by Mary Hand) - will be given to Martha Cox after AALS business is complete and minutes approved; and
 - q. Rolling cart - donated by Linda Adair during her presidency and returned to her.
6. **EC ACTIONS/VOTES TAKEN ELECTRONICALLY SINCE SEPTEMBER 21, 2021, FALL MEMBERSHIP MEETING AND TOWN HALL FORUM.** A motion carried to ratify and approve the following list of EC actions that were taken electronically between the Fall Town Hall meeting and this meeting.
- a. 09/13/2021 – Notice of 2022-2023 AALS Grant(s) Award and Application provided to members via email with updated Attachment H – Rules and Regulations for Applicants of the Mada L. Larmore Grant Award
 - b. 09/13/2021 – Treasurer Janet Gordon enrolled AALS in Simmons Bank eStatement program
 - c. 09/14/2021 – EC approved the Minutes of the AALS 2021 Fall Membership Meeting and Town Hall Forum held on September 11, 2021
 - d. 09/15/2021 – EC approved renewal of website hosting fee for one additional year with Christy Makes It Pop (invoice to be provided and paid – up to \$60 budgeted amount) Note: Payment of \$42.00 issued on 09/24/2021 for renewal from 10/2021 to 09/2022
 - e. 11/01/2021 – EC approved Wreaths Across America, Adult Learning Alliance of Arkansas and Reach Out and Read, as nonprofit associations to receive donations in the final distribution of AALS’ funds
 - f. 11/02/2021 – EC approved NEA Family Crisis Center of Jonesboro, AR, as a nonprofit association to receive donations in the final distribution of AALS’ funds
 - g. 11/02/2021 – EC approved Service Dogs of Distinction as a nonprofit association to receive donations in the final distribution of AALS’ funds
 - h. 11/11/2021 – Notice of the updated National Association of Legal Support Professionals logo/branding information provided to Christy Makes It Pop with a request to immediately update our website accordingly
 - i. 11/12/2021 – EC approved recommendation of distribution of the remaining AALS funds to be distributed equally to the following nonprofit charitable associations: Wreaths Across America; Adult Learning Alliance of Arkansas; Reach Out and Read; NEA Family Crisis Center of Jonesboro, AR; and Service Dogs of Distinction, Inc., (to occur upon passage of vote of dissolution of association scheduled for January 8, 2022)

- j. 11/16/2021 – EC approved recommendation of the timely applications for the AALS Grant Award and the distribution of funds as set forth to the following recipients: Bailey Cox, \$1,666.67; Emma Martin, \$1,666.67; and Donald “Trey” Miller, \$1,666.66
 - k. 11/18/2021 – Minutes of the AALS 2021 Fall Membership Meeting and Town Hall Forum held on September 11, 2021, distributed to members via email
 - l. 11/22/2021 EC approved Treasurer’s Report #2 for distribution to members via email
 - m. 11/22/2021- EC accepted the Financial Review Committee’s Final Report of the 2021 AALS Annual Meeting
 - n. 11/22/2021 – Notice and Call of Special Called Meeting distributed to members via email with all required documents and proxy vote
7. **MEMBER STATEMENTS AND FINAL STATEMENTS ON BEHALF OF 2021-2022 EC COMMITTEE.** Various members expressed memories, gratefulness, love, support, and thankfulness, and President Doris concluded by stating that it was the 87th birthday of legend Elvis Presley, and like Elvis, AALS is a legend and we should remember good things, then expressed thanks to all.
8. **NOTICE AND CALL FOR SPECIAL CALLED MEETING.** President Doris expressed that today’s meeting was called for the purpose of voting on the dissolution of AALS - the Association of Arkansas Legal Support Professionals and the final distribution of funds. The Notice of the Special Called Meeting scheduled for this date and time was sent to all AALS members via the email addresses listed on the NALS Roster as of November 22, 2021, stating the reason for the meeting, and providing the opportunity for all members in good standing to attend and vote, in accordance with AALS Bylaws. Subsequent reminder notices were emailed on December 15, 2021, and January 3, 2022. The call for the vote was properly, and timely, noticed. Parliamentarian Linda Adair, PLS explained the Bylaws and Rules concerning the process.

The Special Called Meeting and call for the vote on the Resolution to file a Petition for Dissolution of AALS - the Association for Arkansas Legal Support Professionals (hereinafter “AALS”) and final distribution of funds, to be submitted to the National Association of Legal Support Professionals was conducted as a roll call vote based on AALS’ membership in good standing as of January 8, 2022 as listed on the National Association of Legal Support Professional’s Roster dated January 1, 2022, which number is 24. A majority vote is 13; a 2/3rds vote is 16. Executive Secretary Cheryl called the Roll for vote, and announced all proxy votes submitted by AALS members in good standing as of this date as follows:

ROLL CALL:

MEMBER	YES	NO	NON-VOTE
Linda Adair	X		
Doris Compton	X		
Martha Cox	X		
Robert Gearhart			X
Dianne Gibson	X proxy		
Janet Gordon	X		
Jill Hale	X proxy		
Deborah Johnson	X		
Linda Jones	X proxy		
Danny Looney Yoder	X		
Deana McNeil			X
Janice Miller	X		
Susan Murdoch	X proxy		
Hilary Oswald			X
Belinda Penn	X		
Elena Quillen	X proxy		
Allison Samuel	X proxy		
Ann Simmons	X		
Anne Smith	X proxy		
Toni Smith			X
Allison Streepey	X proxy		
Cheryl Summerhill	X		
Lanita Wasson			X
Brenda Welch	X proxy		

The Executive Committee verified the results, i.e.,

Total Yes: 19
Total No: 0
Total Non-Voting: 5

ANNOUNCEMENTS: “Members, by your vote, the Resolution for Dissolution has carried and, as of this date, AALS - the Association for Arkansas Legal Support Professionals, has dissolved as a viable organization upon approval by our national office.

Also, by your vote, the final distribution of AALS funds will be distributed to the five nonprofit associations in the amounts approved by the membership on this date.”

Members were each encouraged to reach out to the National Association of Legal Support Professional's Membership Director regarding continued individual membership and status.

9. **FINAL ADJOURNMENT.** In addition to executing the final required documentation for the National Association of Legal Support Professionals, Doris Compton, PP, PLS, announced "My last action as your state President is to announce the FINAL ADJOURNMENT OF AALS - THE ASSOCIATION FOR ARKANSAS LEGAL SUPPORT PROFESSIONALS as of 11:07 a.m. on January 8, 2022.

Respectfully submitted,

Cheryl Summerhill, PLS Emeritus
AALS Executive Secretary