

**ALABAMA ASSOCIATION OF COLLEGE AND RESEARCH LIBRARIES
EXECUTIVE BOARD MEETING MINUTES**

Harwell G. Davis Library, Room 235
Samford University
Birmingham, Alabama
May 22, 2000
10:00 a.m.

Present: Tim Dodge (President); Jean Thomason (Vice-President/President-Elect); Susan Herring (Treasurer); Jennifer Long (Secretary); Michael Grace (Member-at-Large/ACRL Chapter Liaison); Eric Kidwell (Legislative Liaison); Nan Vodde (Newsletter Editor); Kathy Barone (Past Member-at-Large/ACRL Chapter Liaison); Marcia Evans (Past Newsletter Editor)

Absent: Pat Henderson (Past President); Margaret Alexander (Past Secretary); Craig Beard

The Executive Board Meeting was called to order at 10:20 a.m. by President Tim Dodge.

The Executive Board Meeting agenda was distributed and followed as printed by Tim Dodge.

I. Introduction of Old and New Executive Board Members

II. Approval of Minutes

The minutes of the 2000 Annual Business Meeting need to be approved by 2/3 of the AACRL membership by the 2001 Annual Business Meeting. Tim Dodge will distribute the minutes to the members of the Executive Board when he receives them from the former Secretary, Margaret Alexander.

III. Incorporation of AACRL

The AACRL membership voted to incorporate in 2000. The deadline for incorporation is December 31, 2000. AACRL must notify the ACRL Chapter Relations Council by June 2000 if unable to meet this deadline to receive an extension.

Information about non-profit incorporation including the application form is available on the Alabama Secretary of State web site (<http://www.sos.state.al.us/business/corporations.cfm>).

There is a \$25.00 filing fee for the Judge of Probate plus a \$20.00 filing fee for the Secretary of State. The total application filing fee is \$45.00.

Tim Dodge expressed his concern about putting his name down as the incorporator since the officers of AACRL will change. There is an application for renewal that may need to be signed in the future.

Tim Dodge reported on information supplied to him by Craig Beard regarding last year's Incorporation Committee meetings. Tim Lewis, Director of the Alabama State Law Library and a member of the committee, suggested that AACRL does not necessarily need a lawyer to do the incorporation, but will need an accountant to review the financial records. This process may cost anywhere between \$1200 and \$1500. Eric Kidwell suggested using an accountant affiliated with an university to help reduce the cost. Susan Herring volunteered to look into the possibility of having a faculty member from the School of Business at UAH work with AACRL. Tim Lewis suggested an accountant in Montgomery by the name of Moses who might be able to help. Tim Dodge will speak to Craig Beard and Pat Henderson about the incorporation process and will look into the possibility of getting an accountant or faculty member from an university to assist with the incorporation to lower the cost.

IV. Establishing a Committee to Review Conflict in Bylaws Concerning Election Ballots

Tim Dodge reported that Craig Beard offered to chair a committee to review the conflict in the bylaws concerning election ballots. The AACRL Association Bylaws were last revised in 1996. The conflict is related to who is eligible to vote in AACRL elections. In one section of the bylaws (ARTICLE IX Section 2 - Right to Vote), it states that all chapter members are eligible to vote. In another section of the bylaws (ARTICLE VI Section 2 - Term of Office), it states that officers should be elected at the annual meeting of the Association from the membership of the chapter who are members of ACRL. Eric Kidwell suggested that the phrase "who are members of ACRL" refers to the AACRL officers not the AACRL membership and that the statement needs to be modified. Susan Herring pointed out another conflict in the bylaws related to when voting should occur. In one section of the bylaws (ARTICLE VI Section 2 - Term of Office), it states that officers with the exception of the Newsletter Editor should be elected at the annual meeting of the Association. In another section of the bylaws (ARTICLE XI - Voting by Mail), it states that votes by mail or telephone may be authorized by the Executive Board. Eric Kidwell suggested changing the term of office section to "the election results should be announced at the annual meeting of the Association". Tim Dodge recommended that a committee be formed by Craig Beard and that the committee examine the bylaws for conflicts. Any changes to the bylaws must be voted on by the AACRL membership.

V. Newsletter Assignments

Articles for the AACRL Newsletter were assigned as follows:

President's Column - Tim Dodge

Annual Business Meeting Presentation by Althea Jenkins - Tim Dodge

ACRL Chapter Relations Council Meeting at ALA Chicago - Tim Dodge
Incorporation of AACRL - Tim Dodge
Tentative Plans for the 2001 Annual Business Meeting - Jean Thomason
Conflict in Bylaws - Craig Beard or a committee member
Annual Business Meeting Minutes - Jennifer Long
Role of Legislative Liaison and/or Legislative Issues of Interest - Eric Kidwell
List of New Members and Request for Liaisons - Michael Grace
Membership Renewal Reminder - Susan Herring

Articles must be submitted to Nan Vodde by July 18, 2000. The newsletter should be ready for distribution by the middle of August.

VI. Role of Legislative Liaison

Eric Kidwell reported that the role of the Legislative Liaison is to improve communication about legislative issues within the state of Alabama. He suggested that the best way to accomplish this is to use the AACRL listserv and liaisons to disseminate information. Kathy Barone will give Michael Grace and Eric Kidwell a list of the current AACRL Liaisons.

VII. Other

Treasurer's Report

Susan Herring reported that the balance as of May 21, 2000 was \$5,157.96. All expenses associated with the Annual Business Meeting have been paid. The total does not include any membership dues which should come in during the fall and winter.

VIII. Meeting of Old and New Officers

The next Executive Board Meeting was tentatively scheduled for late August or early September at Samford University.

The Executive Board Meeting was adjourned at 11:20 a.m. by President Tim Dodge.

Respectfully submitted,

Jennifer Long
AACRL Secretary