

REVISED Minutes of the **ArLA Leadership Exchange Meeting** held on 12/8/00, Laman Library, *North Little Rock* Arkansas.

(Changes are in italics and were recommended at the Executive Committee meeting on 1/5/01)

(submitted by Secretary-Treasurer 2001, Art Lichtenstein)

- Kaye Talley, President 2001, called the meeting to order.
- 2001 leadership manuals were distributed by Executive Director, Jennifer Coleman.
- President Talley asked all board members to read manuals carefully, with special focus on,
 - constitution and bylaws sections that explain duties of executive board.
 - calendar (attendance at meetings is critical)
 - new dues structure
 - special duties and charges of division, roundtable, and committee chairs.
 - Policy and Procedures, chapter 7 “funding, expenses, and budgeting.”
 - ArLA Board Meeting Report form and Annual Report form.

Suggestions for changes/corrections to the manual should be forwarded directly to Jennifer Coleman.

- President Talley reminded all division, roundtable, and committee chairs that written meeting reports should be submitted to Jennifer Coleman at every Executive Board meeting.
- Note corrections to 2001 Calendar of Events
 - Change “October 7, 2001 Conference - Doubletree Hotel” to “*October 21, 2001 Executive Board - Conference - Doubletree Hotel*”
 - Change “November 2, 2001 Executive Board - 10:00am - Laman Library” to “*November 2, 2001 Executive Committee - 9am - ArLA Office*”
 - Change dates for National Legislative Day from “April 30 - May 9, 2001” to “*April 30 - May 1, 2001*”
 - Add “June” to list of publication months for Arkansas Libraries.
- Suggestion that the Board should consider changing New Members Roundtable to a New Members Committee, with past president as chair.
- Reminder that 4/17/01 is deadline for 2001 conference program proposals.

- Brief presentation by Jennifer Coleman, “Essentials = Membership, Meetings, Money, and Communication.”
- Motion by President 2000, Carolyn Ashcraft, 2nd by Secretary/Treasurer 2001 Art Lichtenstein to increase payment to Coleman Management by \$1000 per year (\$23,100 increased to \$24,100). Motion amended to: “\$24,100 for the calendar year 2000-2001.”
- Discussion led by President Talley regarding amount of money to give to Legislative Day.
- Motion by Vice-President/President-Elect, Barbie James, 2nd by Public Libraries Division Chair, Donna McDonald to give \$500 *to the Legislative Committee to be used for the Arkansas Legislative Day Luncheon to be held on 2/28.*

Motion to adjourn by AASLME Division Chair, Carol Ann Hart, 2nd by Barbie James.
3:30P.M.