

Minutes of CAFLL Annual Meeting Sunday July 14, 2019, Anthem Restaurant, Marriott Marquis Washington, DC.

Attendance:

Wei Luo (Washington U.), Billie Jo Kaufman (Mercer), Sherry X. Chen (Boston College), James Duggan (Tulane), Bob Hu (St. Mary's), Alex X. Zhang (Stanford), Linda Wen (American), Frank Liu (Duquesne), George Prager (NYU), Evelyn Ma (Yale), Faye Jones (Illinois), Filippa Anzalone (Boston College), Vicky Szymczak (Hawaii), Yvonne Chandler (N Texas) and Guest Mark Wojcik (John Marshall).

Minutes:

1. James and Billie Jo called the meeting to order. Billie Jo introduced guest, Professor Mark Wojcik from John Marshall School of Law, Chair of American Bar Association Standing Committee on the Law Library of Congress. Mark solicited interested librarian/s to update the publication, *Chinese legal research (Carolina Academic 2014)*, of which he is Editor.
2. Billie Jo reported on CAFLL budget:
While bills are not yet finalized, the current balance stands at approximately \$18,000. She will finalize the budget before transitioning to Linda Wen, new CAFLL Treasurer.
3. Vicki reported on behalf of the Conference Programs Committee:
 - Presentations by speakers at the conference reflected on similar problems and challenges faced by librarians from the US and China. The common themes can be bridges to the two communities.
 - Despite visa issues, technology made possible virtual participation of our Chinese speakers;
 - Thanks are due to Ning Han, co-chair of the Programs Committee and Linda Wen, our webmistress;
 - Also thanks are due to Billie Jo and American University Law School and Law Library.
4. James reported on nominations submitted by Sergio Stone:
 - Executive Board Members:
Co-Chairs: Billie Jo Kaufman and Alex Zhang
Treasurer: Linda Wen
Secretary: Ning Han

Board Members
Filippa Azalone (term ends June 30, 2020)
Femi Cadmus (term ends June 30, 2020)
Faye Jones (term ends June 30, 2021)
Evelyn Ma (term ends June 30, 2022)
Victoria Szymczak (term ends June 30, 2022)

- The new Board was approved, effective July 2019.
5. Evelyn on Membership and Publicity Committee:
- Please send photos taken at the conference to Evelyn to be compiled and uploaded to the CAFLL website. She will submit a list of contact information of 2019 conference attendees and a report of conference recaps.
 - Evelyn proposed website upgrade to allow for more flexible uploading of documents. The proposal was approved.
 - Billie Jo reported that credit card payment via PayPal will be implemented as a payment method for membership dues and conference registration fees.
6. 2021 Conference planning
- Frank reported that CASS will be conference co-sponsor;
 - Possible venues include Chongqing, Chengdu and Wuhan;
 - Program committee members are to be decided;
 - Bob H:
 - the VP of Chinese University of Politics and Law (CUPL) in Beijing will make the decision of venue of the next CAFLL conference
 - One reason for poor attendance is that conference attendance requires many approvals from their institutions and government agencies. Chinese librarians need to strictly abide by the conference dates in their visa applications and overcome many obstacles and approvals in order to attend a 3-day conference.
 - Frank mentioned that the conference in Hawaii was advertised as a 5-day conference.
7. Any other business
- Vicki proposed other forms of outreach to CAFLL friends in China since technology makes virtual get-togethers possible and solicited volunteers.
8. Meeting was adjourned 9:10 am.

Submitted by:

Evelyn Ma, CAFLL Board member

Attachment 1: Final Agenda prepared by James

**Chinese and American Forum on Legal Information & Law Libraries
Annual Meeting
Sunday July 14, 2019
Anthem Restaurant, Marriott Marquis Washington, DC
7:30 a.m.**

- I. Call to Order –Billie Jo Kaufman and James Duggan**
- II. Introductions - officers, board members, and other attendees**
- III. Report by the Treasurer – Billie Jo Kaufman**
- IV. Report on 2019 Conference in Washington, DC – Vicki Szymczak, Program Co-chair**
- V. Committee reports**
 - 1. Nominations Committee - Sergio Stone, Chair**

Executive Board Members effective July 2019:
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 - 2. Membership and Public Relations -Evelyn Ma, Chair**
- VI. 2021 Conference Planning**
- VII. Other Matters**