



Secretary's 2014 Annual Report

The Secretary handled inquiries regarding membership benefits, subscriptions to the *International Journal of Legal Information* and questions about the IALL website throughout the year. The Secretary also served as Chair of the Scholarships Committee, initiated changes to the Scholarship section of the IALL website, coordinated the scholarship application and selection process, answered questions from prospective applicants and resolved application submission problems. The Secretary also handled some inquiries regarding the 2014 Buenos Aires conference. Vendor and potential conference sponsors were appropriately referred.

The Secretary arranged for the appointment of a new registered agent for IALL in the District of Columbia; the new registered agent is Margaret Wood of the Library of Congress. The Secretary also filed IALL's mandatory Two-Year Domestic Non-Profit Report with the D.C. Department of Consumer and Regulatory Affairs, Corporations Division in January 2014. The filed report reflects the appointment of our new registered agent in DC.

The Secretary also created certificates for the recipients of Lifetime and Honorary IALL memberships in 2013, revised minutes of Board meetings, participated in Finance Committee meetings and reviewed the IALL website for areas needing updates or revision.

Respectfully submitted,

Barbara Garavaglia, Secretary
Ann Arbor, Michigan U.S.A.
4 September 2014