



Secretary's 2015 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 served as Chair of the Scholarships Committee, developed and implemented the new online bursary application forms with the Scholarships Committee and Communications programmer, coordinated the scholarship application and selection process, answered questions from prospective applicants and resolved application submission problems.

With the Finance Committee and Scholarships Committee the Secretary developed and implemented the new Member-Only Bursary program, updated the IALL website to reflect the new program and to clarify the guidelines for selecting regular bursary recipients.

The Secretary chaired the Working Group on the IALL Constitution and handled inquiries regarding the 2015 Berlin conference. Vendor and potential conference sponsors were appropriately referred.

Respectfully submitted,

Barbara Garavaglia, Secretary
Ann Arbor, Michigan U.S.A.
11 September 2015