

## **PURPOSE AND SCOPE**

The purpose and scope of the work of this task force is to evaluate the locations, facilities, format, events and cost of the annual meeting as it is currently configured and to recommend possible future alternatives that would reduce costs and provide a greater opportunity for more members of the Alabama State Bar to attend and participate.

This task force shall also work with appropriate Alabama State Bar staff to evaluate past meetings and suggest improvements for future meetings. This task force shall also help identify potential speakers and topics of interest for future annual meetings.

The task force may divide itself into such working groups as may be necessary to effectively carry out its functions. The chairperson shall appoint a chair for any working group. The task force shall elect from its membership a secretary who shall be responsible for a written record of its actions. The secretary, or a designee, shall keep minutes of all meetings of the task force, and of all working groups thereof. The original of the minutes shall be filed with the Alabama State Bar within 14 days after each meeting to be made a part of the task force's file.

The Alabama State Bar, through its designated staff liaison, will assist the task force in carrying out its purpose.

Done this 17<sup>th</sup> day of September, 2019.

A handwritten signature in cursive script that reads "Christy Crow".

Christy Crow, President  
Alabama State Bar