



# Calgary Association of Legal Administrators

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## CALA Executive Meeting Minutes

Tuesday, September 15, 2020  
Noon- Virtual

In attendance – everyone

1. Approval of Minutes from August 11, 2020
  - Rob Approved
  - Seconded: Karryn
  
2. REPORT and ACTION ITEMS
  - a) All attended a learning session that was hosted by our ALA Chapter Resource Team member, Stacie Hedrick; the session was on the ALA website.
  - b) After the session was over, the whole team worked on the President's Award of Excellence. No VP reports were given.
  - c) Our Treasurer sent out the monthly financial statements there were no anomalies or concerns.

**Next Meeting:** October 18, 2020

