



BOARD MEETING MINUTES

July 29, 2014
8:00 a.m.

Location: McInerney & Dillon, Oakland

Present: Stacey Bales, Tammy Bland, Joy Buchanan, Rachel Estes, Annette Neuhart, Tina Riehl, Marsha Van Broek

Absent: Jenny Balestrieri, Brenda Barry, Linda Brady, Margot Canapa, Pamela Dutra, Elizabeth Kohlman, Brian Nervis, Karin Wiborn,

Joy Buchanan called the meeting to order at 8:10 a.m.

MINUTES

Annette Neuhart made corrections to the June Minutes. Stacey Bales moved the June 18, 2014 Minutes be approved as corrected. Annette Neuhart seconded.

BOARD REPORTS/UPDATES

TREASURER REPORT

Marsha Van Broek moved to approve the Treasurer's Report of 6/30/14. Tammy Bland seconded.

Tax Returns: Stacey reported the tax returns were completed and mailed. Joy reported Maze & Associates is following up on the tax notices we received, which appear to be sent in error.

BUSINESS PARTNERS

Annette reported we have Business Partners the following levels:

12 - Oak
4 - Grapes to Wine
4 - Mt. Diablo

The following business partners have tentatively agreed to sponsor the Summer Social at \$250 each: Konica Minolta (Jill Jackson), Corodata (Steve Barry) and Robert Half (Alice Fisher).

MEMBERSHIP

Tammy reported we have 43 members (including new member Andrea Everage). Tammy's email needs to be updated on the website so she will receive emails sent to membership chair. There appears to be a disconnect between membership registering on the website and information getting to Tammy. We need to close the gap.

Joy reported ALA is offering a midyear campaign for current members to sponsor new members at the discounted rate of \$99 each (regularly \$225). Joy asked the Board to confirm we will prorate our chapter dues on a monthly basis, as we have traditionally done. The Board agreed. Joy will send the information about the campaign to the Board and then to the membership.

PROGRAMS

Joy reported the Social Security Program was informative but not well attended, which may be due to the fact it was a repeat of a former presentation. Those who attended were pleased with the presentation and information/handouts. Tina Riehl has copies of the handouts if anyone wants them.

Marsha Van Broek reported Rian Jorgensen has left Ahern but is still willing to do the Risk Management presentation on September 17th at Donahue Fitzgerald. His presentation will last 1-2 hours. Marsha will inquire if the presentation qualifies for CLM credit.

WEBSITE

Elizabeth Kohlman was absent. No report.

NEWSLETTER

Margot Canapa was absent. Newsletter is in progress.

COMMUNITY CHALLENGE

Tina Riehl reported she and Brian Nervis are working on Community Challenge project ideas.

NEW BUSINESS

CLI: Joy and Tina reported a positive experience at CLI in San Antonio and brought good back ideas! Joy would like to plan a Board Retreat in the near future and request all board members attend to revisit and discuss our mission as a chapter and goals for the future. Tina has kindly offered to host with a barbecue at her home. Joy will propose possible dates.

Summer Social: Rachel Estes reported the Summer Social is set for August 21st. Although we have three potential Business Partner sponsors, the sponsorship will not cover the full price. In the past we have not charged members to attend the Summer Social.

Stacey Bales moved EBALA pay the difference between the actual cost and sponsorship for members to attend at no cost. Tammy Bland seconded.

OLD BUSINESS

Accounting Audit: Stacey Bales has the documentation prepared for the audit. Marsha Van Broek and Tammy Bland agreed to perform the audit in Stacey's office following the meeting. Annette provided the form letter to send the audit report to National. Joy Buchanan will forward chapter letterhead to Stacey.

Educational Scholarships: Joy Buchanan confirmed we will offer two \$500 scholarships to a Business of Law Conference of the winners' choosing via virtual raffle. Joy will send the information to the membership.

The meeting was adjourned at 9:00 a.m.

Respectfully submitted,

Joy Buchanan
President/Acting Secretary
East Bay, ALA