



**EBALA Board Meeting Minutes**  
**Thursday, March 19, 2015**  
**3:30 p.m.**

**Attendance:** Joy Buchanan, Stacey Bales, Tammy Bland, Ann Eikenberry, Rachel Estes, Andrea Everage, Elizabeth Kohlman, Brian Nervis, Nancy Neves, and Karin Wiborn.

**Absent:** Brenda Barry, Margot Canapa, Pamela Dutra, and Tina Riehl

**A. Minutes**

1. Minutes of the February 25, 2015 Board of Directors meeting were approved.

**B. Treasurer's Report**

1. Ms. Bales provided signatory forms to Ms Buchanan, Ms. Everage and to Ms. Riehl (post-meeting). Ms. Bales reported the bank balance, and the financials were approved.

**C. Business Partners**

1. There was no report. However, The Chapter desires better engagement with its business partners – how to get them more involved and to solicit ideas from them on how they would like to engage with the members.

**D. Membership**

1. Renewal notices went out to all members; however, payments are slow in coming. Ms. Bland will send a reminder. All checks received to date have been deposited.
2. Discussion was had concerning the application fee, and whether it should be increased next year, as well as strategies to increase membership. No decision was made to increase membership fees at this time.

**E. Programs/Website**

1. Ms. Kohlman discussed attendance at the last meeting, sought information for potential speakers, and discussed ways to track

whether members are opening emails generated via the Chapter's website. There was mention of the possibility of contacting members who are not opening Chapter emails.

F. Newsletters

1. In Ms. Canapa's absence, Ms. Buchanan reported that newsletters will be published quarterly.

NEW BUSINESS

G. Job Announcements

1. There has been interest from administrators in including jobs, other than for administrators, on the Chapter's jobs board. A motion was made, seconded and passed to open the jobs board to placement of any legal position.

H. Bylaws

1. Board members discussed and provided their agreement with the Association's edits to the Bylaws to allowing Consultants and Students to become members.

I. Chapter's 25th Anniversary

1. Ms. Eikenberry will coordinate efforts toward celebration of the Chapter's 25th anniversary. She asked who should attend; the budget; venue; places to advertise/announce, and timing for the event.

J. Webinars

1. Ms. Kohlman advised that the Chapter has purchased the Lexis/Nexis webinars in the past for members' individual viewing. However, she was recently advised that the username/passcode cannot be shared to members, and that viewing should occur in a group setting. The Chapter will purchase the package of 24 webinars for \$450.00, and select topics relevant to the membership. Viewing venues will alternate between Walnut Creek and Oakland.

K. LMA

1. The Law Marketing Association's (LMA) educational offerings can be a great crossover opportunity for EBALA members. Discussion was had re EBALA hosting some LMA events, which are via webinar.

L. Next Meeting

1. There being no further business, the meeting was adjourned at 5:17 p.m.