



EBALA Board Minutes
Thursday, June 16, 2016
12:30 p.m.

Attendance: Andrea Everage, Brian Nervis, and Stacey Bales (by phone: Elizabeth Kohlman, Joy Buchanan, Karin Wiborn, Margot Canapa and Kara Koeberle).

Absent: Pamela Dutra, Tina Riehl and Nancy Neves

The meeting was called to order at 12:35 p.m.

A. Minutes

1. Minutes of the May 19, 2016, Board of Directors meeting were approved (motion by Ms. Canapa; seconded by Ms. Buchanan).

B. Treasurer's Report

1. There were not many transactions this month; however, Mr. Nervis received, and will be depositing five membership checks.
2. Mr. Nervis will have a budget for review at the retreat. The financials were approved (motion by Ms. Bales; seconded by Ms. Canapa).

C. Membership

Ms. Everage reported on Ms. Dutra's behalf;

1. Discussion was had on the following members who have not yet renewed
 - Karen Baltier Long – Davis Wright Tremaine (not on national list)
 - Angelia Carlisle – Brown of Kilpatrick
 - Vicki Chen – Berry & Berry
 - Linda Davis – Walkp, Melodia
 - Annette Neuhart – Randick
 - Dara Smith – Van DePoll, Levy
 - Patricia Rhodes (retiring and will not renew)

2. Ms. Kohlman will follow up with Ms. Neuhart and Ms. Dutra will follow up with the others.

D. Business Partners

1. Ms. Canapa is in discussions with Armanino McKenna (large CPA firm); she will be having a conference call with them next week. However, if they decide not to become a business partner they will still be a good resource for a program or newsletter article.
2. Several board members have been contacted by Rob Filice who purported introduction to them through another Chapter member. Which in fact no such recommendations were made. Ms. Everage contacted Mr. Filice regarding rules of engagement with Chapter members. If Mr. Filice is interested in becoming a business partner we would be happy to entertain that discussion.

E. Programs

1. Ms. Buchanan advised the July 21, 2016 program will be a round-table discussion at Miller Star. Members will be able to attend in person or via conference call.
2. It was agreed that we put on a summer social. Ms. Buchanan will work on finding the venue and setting the date late July or early August.
3. Bunko night will be in the fall and held at Ms. Riehl's home.
4. Ms. Buchanan will present a full program calendar for review at the Board Retreat.
5. Golden Gate chapter has asked if we would be interested in doing a joint employment law update. Doing so would take away from our biggest event, Morning in The East Bay, so it was decided we wouldn't partner with Golden Gate.
6. Ms. Buchanan is checking with Golden Gate and Silicon Valley as to when they are holding their holiday event so we do not schedule ours the same day.
7. Mr. Nervis indicated Jill Jackson from Thompson has offered the use of her new home for an event, if need be.

F. Website

1. Ms. Kohlman advised that she still needed the links for Facebook and LinkedIn, and that she would upload ALA's Mission Statement to the website. Establishing a Twitter account has been tabled for further discussion.
2. Ms. Kohlman indicated Ms. Gehrke's last invoice was paid. While Ms. Gehrke has taken a position in Oakland as an Administrator, she will still continue to assist Ms. Kohlman with the website.

G. Newsletter

1. Ms. Wiborn reported she has pictures from Annual Conference, an article from our Business Partner, Ahern Insurance on "Cyber Liability Ins," and reached out to David Jordon (another BP), for an article. Mr. Jordon indicated he recently wrote an article for the Contra Costa Lawyer's Newsletter that we could use. His article would fit nicely with the Ahern piece, as Jordon's article is "IT Security in the Law Office: We're Small and No One Wants to Hack Us". Ms. Wiborn will work with Mr. Jordon on getting a release from the Contra Costa Lawyer to republish the article. In addition, Ms. Wiborn will be posting information in the newsletter regarding the Golden Gate CLM study group.
2. Ms. Koeberle reported she is working on a draft issue of the newsletter, and is being assisted by Ms. Kohlman.
3. Ms. Wiborn and Ms. Koeberle plan on having the newsletter out by the end of the month.

H. Presidents Ward of Excellence (Page 2)

1. Meet with your assigned Regional Leadership Team – accomplished thru annual conference and talking with Susan Lawler
2. We adhere to and abide by chapter's bylaws

3. Create workable structure to maximize chapter efficiency – doing so thru web site and weekly blasts
4. Ensure Chapter is incorporated and obtain tax exempt status – doing
5. Protect personal assets of members – bond in place
6. Ensure chapter's treasury is not commingled – doing
7. Create and maintain awareness of antitrust/competition issues and promote participation in ALA Compensation and Benefits Survey – Ms. Everage will check on and report next meeting.
8. Maintain a continuous retention and recruitment – doing so with our membership will confirm so with Ms. Dutra
9. On annual basis survey members – Ms. Everage will address is her President's article for the newsletter.

OLD BUSINESS

- A. Food from the Bar
 1. No discussion tabled for next month.
- B. Bylaws
 1. No discussion tabled for next month.
- C. CLI – July
 1. Mr. Nervis and Ms. Koeberle will be attending.

NEW BUSINESS

- A. Conference Scholarships
 1. No discussion tabled for next month.
- B. Call for Officer to ALA (P-E, Directors and Regional Representatives)
 1. Ms. Everage encouraged all to give back to ALA, as the experience is enriching and rewarding.

Next Meeting

1. There being no further business, the meeting was adjourned at 1:29 p.m. The next Board meeting is the Board Retreat, scheduled for July 6, 2016 at Ms. Riehl's home.

Respectfully submitted,

Stacey Bales

To: chapters@alanet.org