



BOARD MEETING MINUTES

December 18, 2017

8:30 a.m.

Attendance: Stacey Bales, Joy Buchanan, Lorie Gehrke, Ann Eikenberry, Andrea Everage, Elizabeth Kohlman, Brian Nervis and Karin Wiborn.

Absent: Kara Koeberle, Sara Stuvland and Tina Riehl.

The meeting was called to order at 8:33 a.m.

A. Minutes

1. Minutes for November 14, 2017 were approved with minor corrections (motion by Ms. Buchanan; seconded by Ms. Eikenberry).

B. Membership

1. Ms. Eikenberry reported 12 new members joined EBALA between 3/1/17-12/31/17 (6 primary chapter and 6 secondary chapter) giving us a total of 45 members: 39 are primary, 6 are secondary.
2. Ms. Eikenberry reported receipt of five (5) membership renewals. While some members have submitted their application and payment to EBALA, they have not yet renewed with ALA. Those members have been notified. Once ALA reports updated membership renewals Ms. Eikenberry will process all EBALA applications.
3. The board approved Alameda County Bar Association advertisement in East Bay Views. (motion by Ms. Bales; seconded by Ms. Wiborn)

C. Treasurer's Report

1. Mr. Nervis reported that there was nothing out of the ordinary in the account reconciliation, but asked Ms. Wiborn to look into an outstanding check for \$60.47 issued to Archer Norris on October 16, 2017. Mr. Nervis will stop payment on original check and reissue if Ms. Wiborn cannot account for the check. Mr. Nervis also reported that last year at this time EBALA's account balance was \$14,348.17 and this year it is \$15,748.98. The Treasurer's Report was approved (motion by Ms. Bales; seconded by Ms. Eikenberry).
2. During the course of the meeting Ms. Everage signed the 2016 taxes for Mr. Nervis to return to the CPA.

D. Business Partners

1. Ms. Everage reported in Ms. Riehl's absence that BP's renewals have been sent. Lexis Nexis is going to become a sponsor just not sure at which level.

E. Website/Social Media

1. Ms. Kohlman reported that she was working on placing the membership application on the website.
2. Ms. Gehrke advised that her New Year's resolution is to put together a formal 2018 Social Media calendar.

F. Newsletter

1. Ms. Buchanan provided an article about her relationship with Hyon Yang of Touchstone Legal for inclusion with the **Fall** (NOT Winter) Newsletter. Ms. Koeberle is going to add it to the newsletter that was circulated last month, and Ms. Kohlman will include an announcement in her weekly email blast next week with the following: ***Please, be sure to check out a new article added to our East Bay Views Winter Newsletter, "The Value of Business Partnership."*** With the inclusion of this article, we will have satisfied one of the requirements of the ALA Presidents Award of Excellence.
2. The next newsletter will be the Winter issue and should go out in early February. Ms. Wiborn will include highlights from Morning in the East Bay and articles from the two speakers. She will also announce the scholarship winners, ALA events and upcoming EBALA events. Ms. Koeberle and Ms. Wiborn will be working on other content and soliciting articles from our business partners

G. Programs

1. Ms. Buchanan reports that the holiday luncheon at Postino was a success. There were several "no-shows," but also a few "drop-ins." The 34 members and BP's in attendance were complimentary and appreciative of the event.
2. Invitations for Morning in the East Bay will be mailed today, December 18, 2017. Several members have already registered, and plan to attend the networking lunch. Addition of the networking lunch seems to be well received. Ms. Buchanan advised that she is working with the MIEB speakers, Kristine Sexter and will reach out to Chad Greeson regarding his needs.
3. Ms. Buchanan and Ms. Kohlman are working on coordinating the remaining tasks for Morning in the East Bay and will reach out to the Board if additional assistance is needed.
4. Ms. Buchanan advised that she is working with Nicole Kisak (Craig Muller's replacement at City National Bank/Mt. Diablo BP) to sponsor a financial program.

OLD BUSINESS

1. The Answer Garden questionnaire was completed and discussed at the end of December's board meeting. Ms. Buchanan will forward the results to ALA.
2. The book group will meet at Scott's to discuss *The Nest*. The next book is *Killer of the Flower Moon* by David Grann, and will meet February 6, 2018.
3. Ms. Everage asked that everyone review the Presidents' Award of Excellence form, and to alert her if there are any items not checked which they know we have satisfied. We want to make sure all is accurate before submission to ALA at year end.

NEW BUSINESS

1. There was no new business to review.

The meeting was adjourned at 9:22 a.m.

Respectfully submitted by:
Stacey Bales, Secretary