



## BOARD MEETING MINUTES

June 13, 2017

12:30 p.m.

**Attendance:** Andrea Everage, Ann Eikenberry, Lorie Gehrke, Eda Gotterup, Kara Koeberle, Brian Nervis, Stacey Bales, Sara Stuvland, and Karin Wiborn.

**Absent:** Joy Buchanan, Margot Canapa, Pamela Dutra, Tina Riehl and Elizabeth Kohlman.

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

### A. Minutes

1. Minutes for the May 25, 2017, meeting were approved (motion by Ms. Bales; seconded by Mr. Nervis).

### B. Treasurer's Report

1. Ms. Gotterup advised the Board that she was no longer able to print reports from Quicken (2007). After a brief discussion it was agreed Mr. Nervis will purchase the latest version (on CD) and provide them to Ms. Gotterup.
2. As the May bank statement had not yet arrived the May and June financials will be reviewed and approved next meeting. However, all deposits are in and all reimbursements are out

### C. Business Partners

1. Ms. Canapa unable to attend; no update was given.

### D. Website/Social Media

1. Ms. Gehrke, on behalf of herself and Ms. Kohlman, reported the website update is under way. Discussion was had regarding redesigning the Chapter's logo. It was agreed that Ms. Gehrke would continue with the content update, with the redesign to occur at a later date. It was suggested that the Board review other Chapter's logos to get ideas.. [e.g., Golden Gate, Sacramento].

### E. Programs

Ms. Everage reported on behalf of Ms. Buchanan:

1. Ms. Buchanan is planning on a Summer Social sometime in August and will focus on a venue somewhere in the middle of our geography, like Metro in Lafayette. She will propose some dates to the Board in the hopes of getting soft commitments before scheduling.
2. Tomorrow's IT program is set. Four (4) our registered and lunch will be provided.
3. Ms. Buchanan needs to confirm a date in the fall with Ms. Riehl for Bunco. In addition, she is working on scheduling an accounting program. Both will be after the Summer Social. Once she confirms dates she will get a calendar to ALA for the Region 6 activities calendar.
4. Ms. Buchanan advised that she has reached out to Lafayette Park to schedule MIEB 2018 on Friday, January 26, 2018, and is waiting to hear back. She is looking for speakers, and has

Kristine Sexter in mind. If anyone has heard Ms. Sexter at conferences she would welcome feedback and also welcome recommendations on other speakers. More to come on whether to change the format, add networking time after, etc.

#### F. Newsletter

1. Ms. Koeberle reported they were still expecting an article from Chris Carvalho.
2. An attorney from Archer Norris will provide an employment law article.
3. Ms. Wiborn will write a follow-up article on her firm's management workshop, and is still looking for an article from Ms. Gehrke (as a returning member/social media).
4. Ms. Eikenberry will submit a new member interview (Ernestine Tayabas-Kim).
5. Ms. Koeberle and Ms. Wiborn hope to have the next newsletter published late July to early August.

#### G. Membership

1. Ms. Eikenberry advised there were no new members, and EBALA stands at 38 members.
2. Ms. Eikenberry advised that some members are still having issues receiving emails sent from Star Chapter; however, Ms. Gehrke is researching this issue with Star Chapter and hopes to have resolution.

#### OLD BUSINESS

1. Mr. Nervis reported still looking at available dates for the Food Bank, he will provide those dates to the Board once he gets them (activity will be in October or November).
2. Mr. Nervis will make contact Katherine Hollander (GGALA), and Jim Karkas (SVALA) to lock down a location.
3. Ms. Wiborn reported LMA (Legal Marketing Association) meets once per month and they are willing to have us join in on their educational simulcasts. The cost would be \$65 per program to set up the simulcast, and we can pick programs which interest us as well as a location. They do not charge anything for their programs so it would be up to us if we wanted to charge our members for the program. Ms. Wiborn will get more information on the slate of programs.
4. Ms. Everage advised that the Northern California Association of Law Librarians wants to partner with us and do a fall workshop. Ms. Everage will get more information and pass it along to the board.
5. Mr. Riehl wants to remind everyone about the book club on the June 27<sup>th</sup>. Please come even if you haven't finished the book yet.

#### NEW BUSINESS

1. Ms. Eikenberry discussed the updating the 2015 Member Satisfaction Survey. Ms. Everage has updated the Survey, and will provide it to the Board for their input.

The meeting was adjourned at 1:15 p.m.

Respectfully submitted by:  
Stacey Bales