Solo and Small Firm Section Council Meeting

June 14, 2012

Minutes

The Section Council convened on June 14, 2012 at the Bar Conference Center. Council members in attendance were Chairperson Linda F. Knapp, Tony Dessausure, Ken Lester, Monet Pincus, Alex Postic, and Flo Vinson. Attending telephonically were newly elected council members Tracy Frick and David Wyatt. Representing the Bar were Courtney Kennaday and Shelby Crawford.

Chairperson Knapp called the meeting to order at 12:17 p.m.

Ms. Knapp welcomed all present and called for corrections to the minutes of the last meeting, held April 19, 2012. Hearing none, the minutes of the April meeting were adopted as written.

Report from Section Liaison

<u>Section Funds:</u> Ms. Kennaday reported the current Section balance, as of May 31, 2012, was \$14,503.59. Year-to-date revenue was \$11,900.00 and year-to-date expenses were \$12,591.84.

Membership: Ms. Kennaday reported that there were currently 564 members of the Section, down from 583 at the previous meeting. Ms. Kennaday remarked that this decrease in membership is likely due to members not signing back up on their license fees, and the change finally being reflected in the Bar's member database. She noted that these numbers will rebound as lawyers sign back up to receive a discount on the Solo and Small Firm Conference. Mr. Lester requested that Bar staff try to determine which members dropped out, so they could be contacted and asked for feedback.

Planning for the 2012 Solo & Small Firm CLE and Annual Meeting

<u>Update on Schedule:</u> Ms. Kennaday presented the updated conference schedule and reported that the list of speakers was finalized. The Council was presented with the "save the date" cards recently mailed to Section members. The Council discussed estimated costs for the conference. The Council also discussed providing conference materials online for download instead of on flashdrives. Ms. Kennaday would contact Lexis about sponsoring flashdrives.

<u>Barbecue:</u> Ms. Kennaday reported that the Young Lawyers Division declined the invitation to co-sponsor the barbecue kickoff. Ms. Vinson requested the names of the YLD Chair and incoming Chair, so that she could

contact them. The Council voted to hold the kickoff indoors instead of outdoors.

<u>Scholarships:</u> The Council decided to offer one full scholarship for a member of the Section. YLD will also offer a full scholarship to its members.

Goals for 2012-2013

The Council reviewed the updated goals and objectives for FY2012-2013 and adopted them as written.

Solo & Small Firm Awards

The Council discussed moving forward with offering awards for solo and small firms. Ms. Kennaday reported that the Council must first obtain Board of Governor's approval to offer the awards. The Council decided a subcommittee composed of Mr. Dessausure, Ms. Knapp, Ms. Pincus, and Mr. Wyatt would proceed with drafting award descriptions and criteria for submission to the Board of Governors. If approved, the Council would announce the creation of the awards at the conference.

New Business

The Council discussed contacting Section members more often. Mr. Lester proposed that the Section send out an email update, along with a personal message from a Council member each month. The Council agreed and Mr. Lester volunteered to write a message to the Section for the first month.

Change of Chairpersons

The Council thanked Ms. Linda F. Knapp for her outstanding leadership as Chairperson.

Future Meetings and Conference Calls

Incoming Chairperson John Nichols was to be contacted to set the date for the next meeting.

Adjournment

All present business of the Committee being concluded, Ms. Knapp then adjourned the meeting at 1:15 p.m.