

SCWLA Board Meeting
Minutes
8/24/2016

Attendance:

Phone: Jenni Cerrati, Julie Moose, *Ayesha Washington, Jamie (Judge Mullen's Assistant)*

Columbia: Kelly Jolley, Sheila Bias, Mary Beth Pfister, Amie Clifford, *Marguerite Willis*

Charleston – Laura Patton, Molly Cherry

Greenville – Sima Patel, Ashely Cuttino

I. Call to Order – 12:16

II. Minutes

III. President's Report – Kelly Jolley

1. Goal Progress:

a. Revamp Professional Development Committee - Completed

b. Emerging Leader Award - Completed

c. Statewide Program – In Progress

- The President is giving CLE's in the Regional areas regarding professional development and using key performance indicators. 4 are scheduled, 2 are pending.

d. Membership Drive

- 10% Membership increase. Last year we had 904 members. Currently we have 920 Members. About 750 or so are inactive.
- Robin Graham has said she was head up the effort to increase membership.
- Looking for volunteers to assist in recruiting and retaining members.
- Board Member mentions that she previously suggested providing a list and Board Members volunteer to call and reach out to people.
- We would like to hit 1000 members by end of the year, represents an increase of 80 more members.

e. By-Laws Updates

- Will discuss during committee report.

f. Regional Representation

- Two regional reps have moved to other regions. Illustrates current problem with not having a Regional Board because we are now having to go find people to fill the roles.
- Also makes sense for those reps to volunteer in new regions. Calls are currently set up for Regional Reps.
- There is also a resource binder being created for their use.

IV. Treasurer's Report – Molly Cherry

a. Report in Folder

- b. Please note: income P&L and reconciliation are off by \$4700 off because reconciliation. One ended on 7/31 but the other ends in September. We have checks and payments from August which have not cleared.
 - c. Budget vs. Actual Report - we are on track. Some expenses are slightly over budget, but not an appreciable amount. Tracking will on other issues. We are in good shape financially
- V. SCWLA Foundation – Liz Zeck
- a. No report
- VI. Committees
- a. Bissell Award Committee – Julie Moose
 - Deadline today for nominations. Committee will meet (hopefully) in first week of September.
 - There are a few candidates rolling over. Candidates can roll-over for up to two years. Typically, people submit updated letters.
 - Board will confirm the selection via email vote.
 - b. Bylaws Committee – Ayesha Washington
 - Second reading of bylaws changes from Long Range Planning meeting. Email has previously gone out with previous potential edits to Art. 5, 6, 7, and Art. 12. Those notes will be re-circulated to remind everyone that we need to call the question.
 - When Committee went through to make changes, they proposed other changes. We sent those out, submitted for comment. Aimee sent out changes. Goal was to call the question and then start going through changes. Likely take Aimee’s format and other changes to create comprehensive review.
 - Discussion as to the best way to handle the proposed language. Several Board Members volunteer to assist with reviewing proposed language in a future conference call.
 - c. Community Outreach Committee
 - Committee report submitted by Allyce.
 - d. Fall 2016 Awards Reception Committee/Professional Development Committee
 - The event is to take place on October 20, 2016. Sarah Fowler, the speaker, has prepared a survey to use to facilitate the presentation. The survey has been distributed to the membership.
 - e. Fall 2017 Annual Conference Planning/Education Committee
 - The Conference Planning Committee is in need of members, please email if you are interested in joining.
 - f. Long Range Planning Committee – Mary Beth Pfister
 - Committee has participated in by-law committee meetings. The committee has held off on making further plans pending the by law revisions.
 - g. Media/Communication Committee – Sima Patel

- Jay Wingard has submitted a request/reminder of our Maintenance Plan. There are some additional things he can do, including social media. Report on historical aspects of SCWLA's social media committee, including the fact that communication was identified as an issue, and that SCWLA previously paid someone to complete social media. Decision was to request additional information from Jay to make a decision.
 - Discussion regarding the feasibility of bringing back the SCWLA newsletter. Board Member recalls we have 3.5 floppy disks with copies of previous articles. The newsletter could also create the opportunity for members to write publications.
 - Committee is also in need of members, please let Sima know if you are interested.
- h. Membership Committee – Courtney Fleck
- This committee is in need of a new chair as Courtney Fleck is moving. No Board Members volunteer to serve as chair. Discussion as to potential committee members who can step in as new chair members.
 - Although one Committee Member has volunteered to help lead the membership drive, she has indicated she would prefer not to lead.
 - Discussion regarding allowing new members to sign up now, with membership fee going towards 2017 dues and giving the prospective member 3 free months of SCWLA membership.
- i. Military Subcommittee – Kathy Smith
- See Committee Report
- j. Professional Development Committee – Sheila Bias
- Previously Reported
- k. Regional Activity Committee – Jennie Cerrati
- Lonnese Williams – Pee Dee Region Resigned, new representative is needed.
 - The Committee plans to schedule a regional rep. call before the next Board Meeting.
- l. Supreme Court Trip Committee
- Admission is scheduled for 10/3. 10 people have signed up to be admitted. Additionally, 7 individuals not being sworn in will attend. The room block may be a close call, we need 80% to not be charged by the hotel.
 - We have decided to move to the new hotel and will likely not go back to previous hotel. The new hotel has changed some of the benefits for us. One of the benefits is a complimentary room for Judge Kondurous.
 - An additional expenses that has arisen is that the Court breakfast price has raised due to the Court having changed its catering company.
- m. Toal Award Committee – Marguerite Willis

- There have been no nominees. The Committee is satisfied with this result as it does not believe this award needs to be given every year.
- n. Portrait Committee/Julie Moose
- Report contains most of information. In summary, the portrait would likely cost between \$15,000 and \$20,000. Julie Moose has noted that Judge Mullen's portrait is currently being displayed in the law school, but it will be going back to Beaufort.
 - Discussion regarding portrait. Concerns regarding fiscal responsibility of paying for the whole thing. Another Board Member mentions the possibility of a matching program. Question regarding whether the new law school would guarantee the space for a portrait.
 - The Committee will review the feasibility of setting up a program and reaching out to the family of Ms. Dicus to determine whether they could consent to the portrait.
- VII. New Business
- a. Ashley Cuttino/Ogletree
- Committees based on large/small firm activities. Potentially recommend activities based on size. Give it to the membership committee, to make sense to do some sort of smaller groups.
- b. LexisNexis – membership benefit
- We have been approached by Lexis Nexis to provide members of 1-2 attorney member packages for 15 – 16 % off cost. Discussion regarding LexisNexis' sponsorship of SCWLA events, including the Annual Conference.
- c. Sustaining Membership
- Discussion regarding sustaining membership and how to get more members involved. Discussion regarding potentially changing the amount of the contribution for the membership. We will send call for sustaining membership at the beginning of the year.
- d. Women in Law – WIL Run Scholarship
- Discussion regarding commitment to sponsor the USC Women in Law run. The Membership Committee had envisioned sponsoring in some way.
 - Discussion regarding inviting CSOL and USC Law Students to the Professional Development event.
- e. Schedule Strategic Planning Retreat in early 2017
- Strategic planning retreat sometime in February. Secretary Sheila Bias to work on date and locations.
- f. 30 day notice on events going out
- Discussion of a 30 day notice for events needing money.
- g. Create a database of potential CLE speakers for Regional Reps
- h. Publication
- Idea that it might be nice to have classified ads.

- i. Committee handbook.
 - Mikki will put a table of contents together with policies and procedures.
 - Sheila to send the YLD one to Mikki for idea.
 - j. Pro-Rating Membership Costs.
 - Ultimately, no pro-rating (previous discussion). Some concern that people would join early to get a discount. Not necessarily opposed but we may have made a decision to not do this.
- VIII. Next Board Meeting
November 16, 2016
- IX. Adjourn – 1:22 p.m.