

LINCOLN LEGAL PROFESSIONALS ASSOCIATION BOARD MEETING  
Minutes of November 17, 2016

The regular Board Meeting of Lincoln Legal Professionals Association was held on November 17, 2016, at Rembolt Ludtke with the following board members present: Tina Scully, Sandie Smith, Kathy Eidenmiller, Brooke Vass, Mary Douglas, Heather Leuschen, Lori McGowan, Carol Paige, Sheila Anderson, Alicia Hunt, Lori Chapman and Diana Reinholt.

Tina Scully called the meeting to order at 12:09 p.m.

**Approval of Minutes:**

The minutes from the October 27, 2016 meeting were discussed and several changes were suggested. Lori Chapman will make said changes and send out the corrected minutes and an e-mail motion and approval will be done to approve said minutes.

**Treasurer's Report:**

The October financial report was reviewed and approved, and will be filed, subject to audit.

There were no expenses submitted for reimbursement.

**Officer Reports:**

Vice President: Lori Chapman reported that we have 43 members.

Chapter Representative: Sandie Smith had no report.

**Committee Reports:**

Program: Brooke Vass reported that the LLPA Christmas party is scheduled for December 8, 2016 at Baylor Evnen office.

Charitable: Diane Reinholt reported that we collected \$300.00 plus items for The Gathering Place; The Gathering Place had a donor that matched our donation. The Gathering Place picked up the items 11-16-16.

Fundraising: Lori Dymek was not in attendance. She submitted a report on the raffle totals and top ticket sellers and winners. (attached) The raffle made \$320.50. There was discussion and it was decided that the entire \$320.50 should be placed in the scholarship account to be used for the upcoming scholarship payment to be made at the beginning of 2017.

Bosses' Night: Lori Dymek. No report.

Legal Professional of the Year: No Report.

Boss of the Year: No Report

Courtesy: Kathy Eidenmiller reported that she sent 4 cards in November, 2016. One will be sent to our last speaker. Kathy found some blank Avery notecards that we could print our logo and website info onto to use for thank you notes, etc. Mary Douglas made a motion that Kathy

purchase some of the Avery notecards and bring some printed ones to the next meeting for those that do not have a color printer to use. Carol Paige seconded the motion. Motion carried.

LincolNotes: Lori McGowan. The next LincolNotes deadline is 12.15.16. Lori McGowan reported that the December newsletter will not go out until November 28, 2016.

Scholarship: Sheila Anderson. There was discussion as to how we determine the amount of the next year's scholarship. It was suggested that we determine how much the scholarship for the upcoming year will be by the amount of money we currently are holding in the scholarship account, rather than try to estimate how much we will make with our fundraiser. It was also determined that Sheila Anderson will send out letters to members firms asking for donations to sponsor our scholarship. Last year's letter fundraiser was successful and we hope this year will be also.

A determination about the amount of the 2017 scholarship needs to be made soon as the scholarship information will go out and be posted in January 2017.

Nominations/Elections: Need Nominations/Elections Chair.

Website: Alicia Hunt will review the website and try to make our PDF application more visible.

Historian/Media: Vickie Starr and Beth Christ. No Report.

Facebook: Heather Leuschen indicated we have 157 Likes.

Parliamentarian/Bylaws: Carol Paige. No report.

Audit: Sheila Anderson and Kathy Eidenmiller. No report.

### **Special Orders:**

None.

### **Unfinished Business:**

There was a discussion about the "Bring a new member that joins and each get a free lunch on LLPA" promotion. It was determined to discontinue this by end of year. Kathy Eidenmiller noted that NLPA has an incentive award based on points, and bringing in new members is one category to earn points. The award is given annually to one state member.

There was no discussion about 2017 Convention.

### **New Business:**

A motion was made by Mary Douglas to allow \$200 from LLPA funds for the upcoming Christmas party. Heather Lueschen seconded the motion. Motion carried.

Member roster distribution was discussed. Alicia will send member rosters out periodically (and a new member will receive it) with limited information about all members.

Discussion was held about LLPA's policy of not preparing a proposed budget. That has been the policy for many years. It was decided, for more efficient allotment of our funds and transparency, it would be best to do a proposed budget each year. Brooke Vass made a motion

that our treasurer begin working on a proposed budget for the 2017 – 2018 year and the board will review and discuss it at the January 2017 board meeting. Carol Paige seconded the motion. Motion carried.

Carol Paige will look into our Standing Rules to see if we need to make a change regarding the proposed budget policy change.

Tina Scully suggested that we update our LLPA brochure. With our new website the website location is incorrect on our current brochure. There were suggestions for change in color and a few other things. Kathy Eidenmiller will ask Tara Curtiss to update it and the board can review it at the January, 2017 meeting.

**Next Board Meeting:**

The next board meeting will be January 19, 2017, at Woods & Aitken.

**Adjournment:**

At 1:17 p.m., the meeting was adjourned.

Mary Douglas, Recording Secretary