



MINUTES

BOARD OF DIRECTORS MONTHLY MEETING APRIL 8, 2026 – 12:00 P.M. VIRTUAL

I. CALL TO ORDER/WELCOME

Ryan Hill welcomed everyone to the meeting at 12:02 p.m.

II. APPROVAL OF THE MEETING MINUTES AND AGENDA

Ryan made a motion to approve the March 11, 2026 board meeting minutes with a small clerical (spelling) revision and Javier Morelos seconded the motion. All were in favor, and none opposed, and the motion to approve the March 11, 2026, Board Meeting minutes carried. Amie Morelli made a motion to approve the April 8, 2026 Board Meeting agenda, and Steve Morris seconded the motion. All were in favor, and none opposed, and the motion to approve the April 8, 2026, Board Meeting agenda carried.

III. SUBMITTING REPORTS

IV. CHAPTER OF DISTINCTION AWARD F.K.A PRESIDENTS' AWARD OF EXCELLENCE

Javier announced that the organization won the 2026 Chapter Distinction Award, formerly known as the President's Award of Excellence, and the team discussed plans to share this news with members, potentially through the newsletter with a link and screenshot.

V. BUDGET REVIEW & APPROVAL

Ryan presented the budget for the upcoming 2026-2027 board year. The budget anticipates a loss of about \$73,000. Key points included plans for a \$25,000 anniversary celebration for the chapter's 50th year, adding \$1,000 to Charitable Contributions and \$2,500 to Holiday Party gift cards. Ryan noted the current cash position of \$230,000.

Ryan made a motion to approve the 2026-2027 chapter budget, and Javier Morelos seconded the motion. All were in favor, and none opposed, and the motion to approve the 2026-2027 chapter budget carried.

VI. ASSOCIATION MANAGEMENT CONTRACT RENEWAL

Ryan presented the matter of renewing the association management contract with Glatz Management, which includes a 5% rate increase from \$75.00 per hour to \$78.75 per hour. The board also discussed the importance of creating documentation and SOPs to preserve knowledge about chapter manager's Star Chapter usage, particularly for new board members and those transitioning into different positions.



After board discussion, Ryan made a motion to approve the renewal of the chapters contract with Glatz Management from June 1, 2026 through May 31, 2027, and Javier Morelos seconded the motion. All were in favor, and none opposed, and the motion to approve the renewal of the chapters contract with Glatz Management from June 1, 2026 through May 31, 2027.

VII. AI SERIES UPDATE

Ryan announced the upcoming AI series starting April 23rd with Spencer Smith, consisting of five sessions on using AI in law firm administrative settings, which will be recorded and available on the website.

VIII. EC & BOARD JOB DESCRIPTION EDITS FOR REVIEW AND APPROVAL

Ryan led the discussion on small changes to executive committee and board job descriptions. Key decisions included removing the leadership binder since it was replaced by electronic documents in Box, and adjusting various job descriptions to reflect current practices such as changing roundtable meetings from quarterly to monthly and updating the DEIA committee's role.

IX. CHAPTER MANAGER JOB DESCRIPTION FOR REVIEW AND APPROVAL

Ryan presented a job description outlining the chapter manager's duties, which include managing badges, handling event logistics, coordinating with vendors, and managing registration processes. The group discussed her contributions to various committees, as well.

X. NEW BUSINESS

Ryan discussed some of the upcoming chapter events including Bingo Night, A Food from the Bar fundraiser on April 23, 2026.

With no additional business to discuss, Ryan Hill adjourned the meeting at 1:01 p.m.



Board Members in Attendance: 26

Executive Committee*

Ryan Hill
Katrina Combs
May Rafanan
Shannon Oliver
May Rafanan
Javier Morelos

Board/Leadership

Nick De La Torre
Amie Morelli*
Deneen Simon
Kim McDade
Traci Yanez*
Chris Sims
Sarah Spry
Summer Cohee
Sue Stratton
Kira Hansen
Steve Morris*
Lilliane Villanueva
Matthew Ogden
Mike Lewis
Linda Belcher
Liza San Juan
Kiran Thakkar
Rosario Greenbaum
Ingrid Hester
Jonathan Apodaca

*Denotes a voting member; the majority of the Board's eleven voting members must be present to conduct business.

Veronica Vaskinn of Glatz Management Services, Inc., attended the Board meeting at the Executive Committee's invitation.

Respectfully submitted,
Mika Bekkerman
GGALA 2026-2027 Chapter Secretary