



Golden Gate Chapter

Minutes

Board/Leadership Meeting
October 11, 2023 – via Zoom Meeting

CHAPTER MEETING MINUTES

Call to Order

Kira Hansen called the meeting to order at 12:05pm.

Minutes & Agenda

It was moved and seconded that the September 13, 2023 minutes be approved as read. Motion carried.

OFFICER/COMMITTEE REPORTS (SUBMITTED PRIOR TO THE MONTHLY MEETING)

President – Kira Hansen

- No report.

Vice President – Sue Stratton

- No report.

Secretary – Sarah Spry

- Next EC meeting is November 6, 2023 via Zoom
- Next Board/Leadership meeting is November 8, 2023 via Zoom

Treasurer – Javier Morelos

- No report.

Vice Treasurer – Ryan Hill

- No report.

Director-at-Large/Newsletter – Julie Burke

- Last Bridge issue was sent on 9/29. Next issue due for circulation on 10/13 or 10/16. Please send over any articles, links, or pictures to be included.

Finance Educational Committee – Ryan Hill/Traci Staggs

- Our second hybrid session on Partner Compensation with Blane Prescott is scheduled for Tuesday October 24th and will be held at Cooley. We're planning on holding our final hybrid session in January/February.

Leadership & Management Educational Committee – Steven Morris/Maryann Barth

- No report.

Human Resources Educational Committee – Kit Fong/Amie Morelli

- No report.

Ops & Tech Educational Committee – Rachel Hickey/Rosario Greenbaum

- We still need to plan the second session and we are hoping some folks on the committee could help brainstorm.

Membership Report – Kim Coates/Antonia Bereal-Lee

- No report.

Certifications – Linda Belcher

- I've completed the draft categories for CLM/HR certifications for the K2L conference. Kira has them and we and/or the EC might fine-tune them before they are posted on the chapter site.

Diversity Committee – Kira Hansen/Helen Miranda

- The Diversity and Inclusion section of the website has been updated to reflect current chapter values and has been relocated in navigation from being under Resources to be under About Us instead.

Events – Laura Knight/Cynthia Walrod

- No report.

Business Partner Committee – Hannah Lincecum/Gabriela Takahashi/Matt Ogden/Emily Fotiadi

- No report.

Knowledge to Leadership (K2L) – Kira Hansen/Andrea Everage

- Registration for K2L has been launched! Speakers and sessions have been published to the extent available. Certifications and missing information is being gathered. Five people already registered.

Small Firm Quarterly Roundtable – Javier Morelos

- The Small Firm Roundtable met on Wednesday, October 4 and had a lively discussion of 5 people. The next meeting will be a hybrid format and will take place at Hersh Family Law Practice and via Zoom on Wednesday, November 1.

Large Firm Quarterly Roundtable – Kim Coates

- No report.

Community Connection Committee – Charity Woodward/Carolina Altamirano/Gabriela Takahashi

- No report.

Job Bank – Mike Lewis

- No report.

Salary Survey – Jennifer Murov

- No report.

Webmaster – Ingrid Hester

- No report.

MEETING AGENDA DISCUSSION

Newsletter Reminder

Kira Hansen reminded the board to send write ups and articles for The Bridge newsletter to Julie Burke.

Banking Review Update

Javier Morelos and Ryan Hill met with 4-5 different banks for a potential change in banking relationship. A brief discussion ensued of ways in which we could consider moving some or all the chapter's financial resources. Javier and Ryan will send around a comparison document between the banks for board review. Issues to review will be credit line limit, diversifying, double signatories, etc.

Box.com

Sue Stratton sent out invites for Box.com to committees via their @alasf.org email addresses. The board was asked to designate one person per distribution group to create and share credentials for Box.com, and to reach out to Sue if they did not receive an invite email.

Liaisons and Relationships with Other Associations/Chapters

Kira Hansen raised that we have K2L preferential pricing for LMA members but do not have a current contact. Ryan Hill to reach out to his network to find that contact. We are also exploring relationships with LPI and the Orange County chapter for K2L.

Kira Hansen reminded the board to sign up for the diversity event with Ellie Krug. 60 people in total have registered so far.

Other Updates

Kim McDade shared that she met with the Minnesota chapter regarding organizational pricing. She also met with Star Chapter to see if we can get organizational pricing set up to roll out with renewals. She also plans to update Star Chapter so members log in by number instead of email.

Jennifer Murov gave an update on the salary survey. The survey has finished and was distributed as of the end of September. People can still buy the survey. The survey's revenue was \$11k under what it was last year. There is the potential to bridge that gap by the time the fiscal year ends. The feedback has been collected from this year and last year. Jennifer to send an email to see if anyone wants to participate to be a part of the committee to update the survey. Invoice should be coming by the end of this month.

Matt Ogden reminded the board about the Business Partner appreciation happy hour on 10/26 at Hotel VIA rooftop bar.

Ryan Hill shared that there are 52 registrants for the next finance event on 10/24.

Javier Morelos shared that the next small firm roundtable will be in person and have a Thanksgiving theme.

Kira Hansen shared that the "show your team spirit" social media push increased traffic to the GGALA page and added followers, which is useful to have when circulating upcoming events and chapter news. Up next is the "show your fall spirit" and the board was encouraged to send pictures for use in social media to continue the trend.

Linda Belcher raised remembrance idea in the pre board meeting report on what can we do to memorialize members who have passed in the moment and so future members can get to know who they were and why they were important to the chapter. Using the newsletter was suggested. Using the website and setting up a memorial scholarship was suggested. It was raised that this duty should be tied to a job description so the duty doesn't get lost. It was suggested using retired past presidents to help keep them engaged in the chapter. Also the idea of an organized communications committee was raised, encompassing the newsletter, social media, as well as website review and updates.

Meeting adjourned at 12:42pm.

In attendance:

Executive Committee*

Kira Hansen
Sarah Spry
Javier Morelos
Ryan Hill
Julie Burke

Board/Leadership

Matthew Ogden
Jennifer Murov
Kim McDade
Dom Manuel
Kit Fong*
Ingrid Hester
Linda Belcher
Rosario Greenbaum
Steven Morris*
Gabriela Takahashi
Cynthia Walrod
Antonia Bereal-Lee
Charity Woodward

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

Respectfully submitted,

Sarah Spry
Golden Gate Chapter Secretary
2023-2024