



AGENDA

BOARD OF DIRECTORS MONTHLY MEETING MAY 14, 2025 -- VIA ZOOM

I. CALL TO ORDER/WELCOME

Javier Morelos welcomed everyone to the meeting at 12:04 p.m.

II. APPROVAL OF THE MEETING MINUTES AND AGENDA

Javier Morelos made a motion to approve the April 9, 2025, Board Meeting minutes with an amendment, and Ryan Hill seconded the motion. All were in favor, and none opposed, and the motion to approve the April 9, 2025, Board Meeting minutes carried. Sue Stratton made a motion to approve the May 14, 2025, Board Meeting agenda, and Katrina Combs seconded the motion. All were in favor, and none opposed, and the motion to approve the May 14, 2025, Board Meeting agenda carried.

III. BUDGET REVIEW AND DISCUSSION

Javier discussed an increase to the educational section's budget to accommodate more speakers and better content. Javier also presented proposals from three association management companies, with Glatz Management (Glatz) noted as the most suitable for the Chapter's needs. Javier proposed adding the association manager's fee to the budget, which would result in a deficit. However, it was noted that the Chapter had a surplus from the previous year.

Ryan discussed the need to focus on revenue-generating activities, including promoting the Chapter's salary survey, increasing membership, and engaging business partners. Ryan suggested ways to boost member engagement and potentially make changes to the business partner program. Kira Hansen agreed with Ryan's suggestions, emphasizing the importance focusing on maintaining strong, long-lasting relationships with business partners. The Board discussed various other strategies to increase revenue.

Javier made a motion to approve the 2025-26 budget. Katrina Combs seconded the motion, all were in favor, and none opposed. The 2025-26 was approved by the Board.

IV. CHAPTER ASSOCIATION MANAGEMENT DISCUSSION AND APPROVAL

Javier led a discussion regarding the utilization of Glatz as the Chapter's association manager. The Board agreed to consider a trial run of association management for the Board year and reassess its necessity and cost-effectiveness. The Board discussed Glatz assisting with administrative tasks, allowing the Board to focus more on engaging with members and business partners. The Board also discussed the need for assigning a Board member liaison to manage tasks and expenditures, along with conducting quarterly check-ins to gauge the effectiveness of Glatz in its association management role. Ryan made a motion to move forward with an association management company. Sue seconded the motion, all were in favor, and none opposed. The motion to move forward with an association management company carried. Sue made a Motion to approve Glatz as the Chapter's association manager. Shannon Oliver seconded the motion, all were in favor, and none opposed. The motion to approve Glatz for Chapter management carried.

V. BOARD JOB DESCRIPTION EDITS FOR REVIEW AND APPROVAL

Javier led a discussion regarding proposed revisions to the Board job descriptions. Javier made a motion to approve the revised job descriptions. Ryan seconded the motion, all were in favor, and none opposed. The motion to approve the revisions to the Board job descriptions carried.

VI. POLICIES AND PROCEDURE EDITS REVIEW AND APPROVAL

Javier led a discussion regarding proposed revisions to the Chapter's policies and procedures document. Shannon made a motion to approve, Sue seconded the motion, all were in favor, and none opposed. The motion to approve the revisions to the Chapter's policies and procedures document carried.

VII. OTHER BUSINESS

- Julie Burke discussed the topic of hosting a membership event, with Javier offering to host it at Hersh FamilyLaw Practice. Kira suggested reaching out to other Board members for potential hosting options as well and noted that Nixon Peabody has offered to host events. Kim emphasized the importance of choosing a centrally located venue for the event.
- The Board discussed the upcoming CLM roundtable event.
- Kira promoted the upcoming Munger games event in support of the food bank.
- The Board discussed the upcoming business partner appreciation lunch and the upcoming HR section session on handling difficult conversations.

Javier Morelos adjourned the meeting at 1:02 p.m.

In attendance: 22

Executive Committee*

Javier Morelos
Ryan Hill
Shannon Oliver
Katrina Combs
Brian Nervis
May Rafanan
Sue Stratton

Board/Leadership

Julie Burke
Traci Staggs*
Nick De La Torre
Sarah Spry
Kiran Thakkar
Kit Fong
Matthew Ogden
Kira Hansen
Jeffrey Lais
Charity Woodward
Kim McDade
Lilliane Villanueva
Emilia (“Mika”) Bekkerman
Linda Belcher
Rosario Greenberg

*Denotes a voting member; the majority of the board’s eleven moving members must be present to conduct business.

Respectfully submitted,

Shannon Oliver
GGALA 2025-2026 Chapter Secretary