



Golden Gate *Chapter*

BOARD of DIRECTORS/CHAPTER LEADERSHIP MEETING MINUTES January 5, 2017

Vice President Annie Lathram called the meeting to order at noon, with President Ceanne Herndon attending telephonically. She thanked Pam Delnevo and Morrison Foerster for hosting. With no objection, Minutes from the December 1, 2016 Board/Leadership meeting were approved.

Items for Information

Ceanne reviewed status and timeline of election emailed 12/20 (return by 1/17)

E-mail Reminders will go out on 1/5, 1/12

Postcards reminder to vote will go out 1/6

Elections committee meeting to see results scheduled for 1/20 for presentation to the Board/Leadership 2/2.

- Elevate ALA award (done and out for EC review) deadline extended to 1/9

For Discussion Ceanne asked what would we like to accomplish in the last quarter of our Board year and what help is needed in order to do so? Ideas: another volunteer effort? member outreach? need help planning sessions or finding speakers?

Membership

Annie brought up the topic of new members and asked if there were ideas about turning around members who didn't renew. Kim Coates reminded us that the new member breakfast is coming up and we could reach out to prospective members to include at the breakfast. Annie also asked if any section leaders need support.

Newsletter and "Business Matters"

Ceanne was pleased to announce that the new newsletter will be released tomorrow at noon. It will highlight Ruth Halpern and the new Business Matters meeting "Talking to Decision Makers About the Cloud" to be held January 10. Annie added that this session will address cyber security issues both in the workplace and at home.

Education/Section meetings

Human Resources section co-chair Jennifer Dullea discussed the Labor Law Update scheduled for January 25 at Hanson Bridgett. Penny Evans, co-chair, has secured the speaker, Melissa Clark of the Payne & Fear law firm. This session will run for two hours with breakfast before the meeting. Ms. Clark

will discuss new labor laws including overtime and minimum wage, and what is upcoming, especially in light of the new administration. The sponsor is Adams & Martin, with two of their representatives attending. Jennifer will secure CLM accreditation with HRCI approval pending. The section was scheduled early in the day to allow attendees to be finished and back to work by 11 a.m.

Ops & Tech is holding an IT round table at Hanson & Bridget on January 18, discussing the whys and wherefores of outsourcing at our firms.

Leadership & Management

Linda Republicano has booked Diane Faieta for the next session. She will provide a write up for Dennis by Monday. The topic will be managing change, and Linda thinks it will be a very good and informative session. Ceanne added that Diane is a very dynamic speaker. People Connection is the sponsor and they are very excited about this presentation - and will sign up again for Leadership and Management because HR is rather saturated.

Annie reminded us that the National Conference is around the corner and hotels should be booked. Suzanne added that few rooms remain in our ALA block so it's a good idea to book, as one can always cancel.

Business Partner events

Suzanne Lawler discussed the upcoming "Not So Quarterly Social" which will be held at the Patriot House. She said that while it would be nice to vary the venue, scheduling is difficult because of host issues with a cash bar.

Installation, Education, Volunteering

Annie talked about the installation of her as President and the new Board. It will not be at Reed Smith as previously considered but it will be a breakfast event as she prefers. In lieu of Reed Smith, she's considering a nice restaurant that can seat about 60 people. For speaker, she tried to retain Blain Prescott, but he is unavailable.

Annie also talked about volunteerism and how much the chapter has meant to her, with three points:

- 1) She goes to a high school every Monday morning, teaching them how to do service projects. Nine years ago, she got involved with this through the Jefferson Awards. She talked to Deloitte who wanted to get a number of schools involved; there are 30 schools now. She would like to see our chapter doing more & being visible in community with involvement such as this.

- 2) She believes life-long learning is important and wants to continue quality programming for chapters. Reaching out to Silicon and East Bay chapters to collaborate on bringing higher level programming is one way to do this. She is thinking of a possible half day program every other year.

- 3) The future: how do we engage the next generation of law managers. One idea is to create a task force of a couple of people to give talks at two local colleges. Annie was involved in the Northern California chapter of SHRM. That organization invited her to UC Berkeley to talk to juniors about becoming HR professionals. Maybe we could be letting business managers know about opportunities in the legal industry.

She would like to see Community Connections consider those ideas.

Finance

Crystal Evers sent out the draft report for December. She asked for questions on the draft. After reconciliation is done, there will be a third quarter to-date budget after all is reconciled so we all know the budget status. For those staying in their current section for next year, she asked if anyone wants a change in budgeting for next year.

Other Chapters' educational opportunities

Ceanne was approached by Elizabeth Kohlman of the East Bay Chapter regarding their Friday January 27 Employment Law Update and general leadership presentation, which will run from 7:30-12:30. Labor law attorney Mark Delgado of Donahue Fitzgerald will be the principal speaker. In the second session, the topic is how to get more done without going crazy. Jonathan Robinson, psychotherapist and speaker is presenting that session. Ceanne suggested perhaps some members could attend together. Credits will be given for 1-1/2 hours.

Carolina Altamirano said she would like to see more sections addressing CLM application needs.

Personal news

Dennis reports that he's loving retirement. He provided his new personal email to keep in touch. Annie gave tribute to both he and Pam Delnevo, who retires at month's end, and a special decorated lime tart was presented for them. Kim will organize a cocktail get together for him in the next few days and a lunch for Pam. Pam's daughter getting married in September in Maui. Also announced: Matt Ogden & Jack are newlyweds, to applause.

Closing and Location of Next Meeting

Ceanne thanked everyone for what led to award compilation. We had 28 educational sessions last year, very rich education provided by chapter. She appreciates everyone's contributions. There are only 3 awards out of 96 Chapters in ALA. We've consistently gone over & above. Everyone out & about says they've heard of us and are impressed.

For our next meeting, Jennifer Dullea has offered to host at Hanson Bridgett. The meeting adjourned at 12:40.

In attendance: (see next page)

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In attendance: (* = telephonically)

EC:

Ceanne Herndon*
Annie Lathram
Crystal Evers
Dennis Clark *
Cynthia Walrod
Linda Belcher

Board /Leadership:

Carolina Altamirano*
Karen Baltier-Long *
Kim Coates*
Pam Delnevo
Jennifer Dullea
Katherine Hollander

Jackie Hughes
Suzanne Lawler
Maryann Milla
Jennifer Murov
Matt Ogden
Linda Republicanano

Respectfully
submitted,

Linda Belcher 

Chapter Secretary
2016-2017