

# Interest Section Agenda/Action Form

**Date:** 4/29/06

**Time:** 10:00 AM – 2:00 PM

**Location:** Phoenix, AZ

**Attendees:** Gregory Deimling, John DiLiberto, Daniel Free(*Chairman*), George Gottheimer, Jean Lucey, Donn McVeigh, James Misselwitz, James Robertson, Richard Rupp, Norman Steinberg, Steven Stinson, George Wallace and Chip Boylan

## Agenda topics

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## Interest Section Agenda/Action Form

### Agenda topics

#### 1) Welcome/Introduction

Discussion: Chairman Dan Free began the meeting at 10:04 AM by welcoming all attendees and thanking them for being at the meeting. Dan remarked that the CLEW Section has an awesome reputation within the Society (helped by our diversity and recent symposium income).

Conclusions: None

Action items:	Person responsible:	Deadline:
None		

#### 2) Minutes of Past Meeting

Discussion: The minutes of the October 2005 CLEW Committee meeting in Atlanta had previously been distributed to all members. They were approved after some minor corrections.

Conclusions: Minutes approved

Action items:	Person responsible:	Deadline:
None	N/A	

#### 3) 2006 Annual Meeting and Seminars/Mock Trial

Greg Deimling reported that we will conduct a joint mock trial with the Claims Section on Monday, September 10th from 1:30 – 5:05. 4 CE credits will be applied for. Practice for the mock trial will be conducted on Sunday morning, September 9th starting at 9 AM. Stan Lipshultz and Nancy Adams are working on the script. The Committee members thought that we should strive to have the script complete by August 15<sup>th</sup>. Greg will discuss this date with Nancy who is working with the Claims Section on the script. Greg stated that his goal is to have the script sent to Committee members at least 15 days prior to the Annual meeting.

Greg brought up his attempt to have the Mock Trial as a General Session (meaning it would have no competition from other seminars) at the annual meeting. The Committee's consensus was that this is not worth striving for.

Last year (2005) the Mock Trial had the highest attendance of all annual meeting seminars (based on evaluation returns).

Next year in Hawaii an afternoon time slot is not a good idea. We will aim for a Sunday morning time slot of 8 AM to Noon or thereabouts.

The following ideas for promoting the Mock Trial this year were discussed:

WEB Broadcast to CLEW members; Chip Boylan will do.

Article about trial in CLEWS.

Distribute "Theater Tickets" to the Mock Trial at the Annual Meeting. Jim Misselwitz will prepare sample ticket and send to Greg.

Movie Poster; Dick Rupp will work on a sample with Greg.

Committee Members were reminded to look out for the Sections Booth Staffing Notice that we will receive as we near the Annual Meeting and volunteer for an hour or two.

Conclusions: Seek Sunday morning time slot next year. Upgrade promotion efforts this year.

Action items:	Person responsible:	Deadline:
Continue to prepare script, etc.	Greg Deimling, Nancy Adams and Stan Lipshultz; Also Chip, Jim and Dick as shown above.	Ongoing

#### 4) Membership

We have 263 members as of 4/24/06 compared to 277 on 4/5/05. Our membership has been up and down in recent years with no significant fluctuation. A question was raised about a list of potential members (attorneys, consultants, etc.) being available from the Society. Dan will look into this.

Dan also wants to learn who's new and who has left the Section so that we can follow up with them (for example, a welcome note to new members). Chip will send a copy of the CLEW member list to Dan.

Dan is also thinking about sending a letter and sample newsletter to CPCU members (attorneys, consultants, CPA's, etc.) encouraging them to join. Dan will discuss this with John Kelly.

Jim Robertson suggested that a way to gain new members is to give them a chance to get involved (writing for the newsletter and/or planning/participating in CLEW seminars/programs).

Action items:	Person responsible:	Deadline:
Obtain/forward member lists.	Chip and Dan	Ongoing

## 5) Publications and Newsletter/CLEWS

Discussion: Dan thanked Jean for the terrific job she has done with the Newsletter.

The annual “CLEW Book” that Tom Veitch had been working on was discussed. The Committee’s consensus was that the book was too big an undertaking that would take too much time of the Committee to accomplish. As an alternative a “Best of CLEWS” was discussed. This would be a special edition of CLEWS distributed to CLEW members. A “Lessons Learned” edition of the newsletter that focuses on lessons from Mock Trials we have conducted was also discussed. Jean and with George Wallace’s assistance will explore these ideas.

Jean reported that she has experienced some “delay in delivery” of the newsletter meaning the edition is set to go well in advance of the time it is mailed to the members. While “electronic publishing” may solve this delay the Committee concluded that a hard copy sent to members is a necessity.

A discussion of the lack of a hard copy of the CPCU Journal followed. After some discussion the Committee unanimously passed a resolution to recommend to the Society Board of Governors that the CPCU Journal be, once again, published and distributed to Society members in hard copy

Conclusions: Recommendation to Society Board regarding CPCU Journal

Action items:	Person responsible:	
Regular and possible special editions of the newsletter.	Jean Lucey	Ongoing
Give Board of Governors the Recommendation above.	Dan Free	

#### 6) Staff Report

Discussion: John Kelly thanked the Committee and Section for all it had done especially the symposiums this year (with special thanks to Kevin Letcher, George Gottheimer and John DiLiberto).

Conclusions: None

Action items: None	Person responsible:	Deadline:
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#### 7) Circle of Excellence

Discussion: Chip Boylan will prepare our submission again this year and asked that all Committee members respond to the web sited broadcast seeking details of your activities in the past year.		
Conclusions: Chip Boylan to head this effort, asking for assistance from other Committee members as necessary and appropriate.		
Action items:	Person responsible:	Deadline:
Gather materials and submit presentation	Chip Boylan	6/30/06

8) Retreat		
Discussion: Norm Steinberg discussed the efforts made in the unsuccessful attempt to conduct a retreat and thanked Steve Stinson for his help. Problems included: Error in selection of topics; Trouble in obtaining a facilitator (too many schedule conflicts); and Lateness in mailing the brochure.		
Ideas for the future included a cruise after the annual meeting in Hawaii.		
A subcommittee headed by Donn McVeigh was established to consider future retreats.		
Conclusions:		
Action items:	Person responsible:	Deadline:
Consider holding retreats in the future.	Donn McVeigh	Ongoing

9) Seminars		
We have another seminar coming up on May 23 <sup>rd</sup> in Chicago. Future sites include Boston, Hartford and two in California.		
It was suggested that we consider resurrecting “How to Start Your Own Consulting Business.” Local chapter sponsorship is usually needed for this.		
Conclusions:		
Action items:	Person responsible:	Deadline:
Plan future seminars.	George Gottheimer and John DiLiberto	Ongoing

10) Website
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Discussion: Chip Boylan distributed copies of the current website Home and sub pages. Chip was asked to look into the possibility of having a Section “List Serve” similar to RIMS. We would like to have the ability to ask the membership if they know of an expert witness with specific experience or qualifications.		
Conclusions: Chip will be asked to continue his work on the website		
Action items:	Person responsible:	Deadline:
Continue to monitor and update the website	Chip Boylan	Ongoing

11) Old Business		
Committee discussed the “term limits” for Section Committee Members. One idea mentioned was the possibility of having “Ex Officio” committee members be invited to and participate in Section meetings and activities.		
Jim Robertson offered and the Committee unanimously approved the following Board Recommendation:		
The Section Task Force be instructed to investigate the possibility of Sections electing their own chairpersons and committee members comparable to the way Chapters elect their officers.		
Action items:	Person responsible:	Deadline:
Give Board of Governors the Recommendation above.	Dan Free	

12) New Business		
None		
Action items:	Person responsible:	Deadline:

13) Visitors		
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The following visitors spent time with the Committee during the course of the meeting:  
Chris O'Donnell, new Section Governor;  
Warren Farrar, Section Governor;  
Warren explained the difference between Section Governors (who handle day-to-day Section issues) and the Section Task Force (charged with working on strategy and structure of sections; Scheduled to report to Board of Governors at Nashville Annual Meeting)  
Jim Britt  
Jim answered questions about dues including the idea of raising the dues to include one free section membership for all Society members. This issue is still unresolved. Jim thanked the committee Members for their service.  
Betsey Brewer; and  
With whom the Committee raised the issue of hard copy publication of the CPCU Journal.  
Millicent Workman

Action items: None	Person responsible:	Deadline:
None		

## Board Recommendations:

The CPCU Journal be, once again, published and distributed to Society members in hard copy.

The Section Task Force be instructed to investigate the possibility of Sections electing their own chairpersons and committee members comparable to the way Chapters elect their officers.



