

# Interest Group Agenda/Action Form

**Date:** 4/5/2008

**Time:** 10:00 AM – 3:00 PM

**Location:** Orlando, FL

**Attendees:** Dan Free(Chairman),

**Donn McVeigh, John DiLiberto, Jean Lucey, Norman Steinberg, George Wallace, Greg Deimling, Lawton Swan, Steve Stinson and Chip Boylan**

**Visitors:** Barry Midwood and John Kelly (Society Staff); Kathleen Robison (CLEW Member).

## Agenda topics

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## **Interest Group Agenda/Action Form**

### **Agenda topics**

#### **1) Welcome/Introduction**

Discussion: Chairman Dan Free began the meeting 10:10 AM by welcoming all attendees.

Conclusions: None

Action items: None	Person responsible:	Deadline:

#### **2) Minutes of Past Meeting**

Discussion: The minutes of the September, 2007 CLEW Committee meeting in Hawaii had previously been distributed to all members.

The minutes were approved.

Conclusions: Minutes approved

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

#### **3) Membership**

The CPCU Society Interest Groups Statistical Report was reviewed. CLEW membership declined from 328 on April 11, 2007 to 308 as of April 1, 2008.

Conclusions: None

Action items: None	Person responsible:	Deadline:

#### 4) Staff Report

John Kelly stopped by and thanked the CLEW Committee for its ongoing work and commitment and noted that our Committee meeting was one of the best attended at Orlando.

John reported that a date has not been set for the symposia (How to Start Your Own Consulting Business/Order in the Court) in Los Angeles. While it is still possible to do this in June we need 6 weeks notice to accomplish this.

In response to a question about conducting “Webinars,” John described the following process for setting one up:

Let John know about our plans;

Establish a date (75 days needed to schedule);

Give John the content (program should last less than an hour);

Electronic brochure is sent out by the Society to attract participants.

Barry Midwood, Vice President of Member and Professional Services with the Society attended the meeting to discuss the web site problem we had on Thursday, April 3<sup>rd</sup>. Barry informed us that the discussion site had been shut down on Friday, April 4th and an e-mail announcement sent to CLEW members apologizing for the inconvenience. Barry will work with the Society’s vendor to see how we can avoid this type of problem in the future. The goal is to reestablish the Discussion Site in a manner that works for and does not overwhelm CLEW members.

Norm Steinberg asked Barry about the Society’s efforts in helping members seeking employment or employees. Barry answered with a brief description of the Career Center/Job Network on the Society’s web site where CPCU’s can post their resumes and employers can post jobs.

Action items: Reestablish Discussion Board	Person responsible:	Deadline:
	Chip Boylan	ASAP

#### 5) Newsletter/CLEWS

Discussion: Jean Lucey was commended for the work she has done as Newsletter.

Jean announced that the next issue was almost ready and that we want to include an article on the recent CLEW Web Site Discussion Board problem.

Action items: Continue to publish	Person responsible:	Deadline:
Edit Newsletter	Jean Lucey Chip Boylan on the Web Site issue	Ongoing Next Issue

#### 6) Circle of Excellence

Chip Boylan will prepare submission and seek information from CLEW members via an announcement as in the past. Given our Mock Trial and D & O seminar at the Annual Meeting, upcoming seminars, newsletters, etc. we are in very good shape to receive recognition again this year.

Action items: See below	Person responsible:	Deadline:
Gather materials for 2008 submission.	Chip Boylan	6/30/08

#### 7) 2008-2009 Seminars/ Symposia

Dan Free announced that Nancy Adams is planning another D & O Seminar (the same one that she presented in Hawaii) but the date is not set yet.

*How to Start Your Own Consulting Business* and *Order in the Court* are scheduled for May 28<sup>th</sup> and 29<sup>th</sup> in Chevy Chase, MD (near DC). Donn McVeigh, Lawton Swan and Jim Robertson are leading *How to Start Your Own Consulting Business* while Stanley Lipshultz and Steve Stinson are conducting *Order in the Court*.

George Wallace announced that the conducting same seminars in Pasadena, CA in June is still a possibility. We need to see if dates and presenters can be arranged.

Conclusions: None

Action items: Finalize plans for seminars	Person responsible:	Deadline:
	See above	various

8) 2008 Annual Meeting

Greg Deimling reported on the preparations for the **Mock Trial** which will once again be held on Sunday morning. The theme will have something to do with the National Treasure movies (we can't wait to see who plays Nicolas Cage). Nancy Adams and Bob Siems will serve as the opposing attorneys again.

While the Mock Trial is a presentation of the CLEW Interest Group, in recognition of and thanks for participation by members of the Claims Interest Group we will promote their E & O Seminar (that occurs later in the week) during the Mock Trial.

We will use theater tickets to promote the Mock Trial and will have the Gottheimer Award presentation to start the event again this year. We are filing for 4 CE credits.

We will have practice on Saturday afternoon, the day before the Mock Trial and after our next Committee meeting.

Chip Boylan volunteered to prepare a one page handout/playbill that we can use to satisfy the Society's desire to have a handout. Chip is driving to Philadelphia and can print the document a few days before the meeting and bring it with him.

Nancy Adams will be presenting "**D & O Liability Insurance 102: What You need to Know and Why**" on Monday morning following the General Sessions. This will be Part 2 of last year's seminar.

We will be asked to help staff the Sections Booth again this year.

Action items: Continue to plan and write the script	Person responsible:	Deadline:
	Various – see above	various

9) Website

The minutes from our last meeting in Hawaii included the following:

Chip Boylan reported that members are not using the “CLEW Discussion Site” subpage on our web site.

This is no longer true!

There was much discussion about the problem with the Discussion Board on the CLEW web site. The Society has shut it down until we develop a better way to use it without flooding members with messages. This will certainly involve inviting members to participate only if they wish. Chip will investigate options with the Society and communicate these to the Committee for discussion and a decision before the Discussion Board is ~~unleashed upon~~ started anew for the members.

The web site now has a sub-page for the Gottheimer Award with a copy of the remarks Jim Robertson made when the award was presented to Don Malecki in Hawaii (along with a photograph of them both).

The web site announcement feature was used in February and March to seek nominations for this year's award. These announcements will continue. Donn McVeigh asked Committee Members themselves to submit nominations to him.

Other announcements will ask for submission information for the Circle of Excellence.

Conclusion:

Action items: Address the Discussion Board issue; and  Continue Announcements	Person responsible:	Deadline:
	Chip Boylan	Ongoing

#### 10) Old Business

Chip Boylan and Jean Lucey are still working on the idea of publishing a collection of articles from past CLEW Newsletters that focus on how to prepare for and give depositions was discussed. Chip will check with John Kelly about the Society's willingness to do this and how it would be marketed.

Stan Lipshultz has expressed an interest in using this publication as part of the handout for the *Order in the Court* seminar.

Action items: See above	Person responsible:	Deadline:
	Chip Boylan	

## 11) New Business

### **Interest Group Changes**

Greg Deimling reported on recommendations made to the Society by the Interest Group Resource and Governance Task Force. These include:

Expanding the number of Interest Groups from the current 14 to as many as 25  
20% of our members don't fit into any of our current Interest Groups.

Redesign Interest Groups to make more and better use of technology  
To support expansion of # of Interest Groups;  
Change the working model to be more fluid and allow more interaction; and  
“Virtual Community” concept.

### **Society Changes**

Greg Deimling also reported on a number of changes that the Society's Board has accepted for implementation. These include:

Reducing the number of board positions from 43 to 18;  
Making the Secretary/Treasurer position two separate ones;  
Renaming the Board members “Directors”;  
Adopting the “Shared Vision” joint effort with the Institutes to increase matriculation;  
and  
Changing governance to be Chapter orientated.

### **Potential New Members of CLEW Committee**

Donn McVeigh stated that he will conclude his Committee membership with the Annual Meeting in Philadelphia. There was a discussion about adding new members to the committee including Stanley Lipshultz and Bob Siems. Dan Free, Lawton Swan, Greg Deimling and Steve Stinson asked to receive a roster of CLEW members so that they could consider possible additions to the Committee. Chip Boylan will send the roster to them. New committee members are appointed by the President-Elect (currently Marvin Kelly).

### **Other**

Norm Steinberg asked the Committee members if anyone knew of a group similar to CLEW that we could meet with during a (to be planned) trip to England after the Philadelphia Annual meeting. Greg Deimling mentioned the Society's Europe Chapter as a possibility. The conclusion was that Norm would investigate this further and that committee members should let Norm know if they become aware of any possible connections in England.

Action items: Send CLEW Roster to committee members who asked for it.	Person responsible:	Deadline:
	Chip Boylan	ASAP

The meeting was adjourned at 2:50 PM		
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