

# Interest Section Agenda/Action Form

**Date:** 9/9/06

**Time:** 9:10 AM – 2:45 PM

**Location:** Nashville, TN

**Attendees:**

**Committee Members:** Daniel Free (*Chairman*), Gregory Deimling, George Gottheimer, Jean Lucey, Donn McVeigh, James Misselwitz, James Robertson, Nancy Adams, Richard Rupp, Lawton Swann, Don Malecki, Mike Vehec, Norman Steinberg, Steven Stinson, George Wallace and Chip Boylan

**Visitors:** John Kelly, Rick Vessar and Jim Mahurin

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### Agenda topics

#### 1) Welcome/Introduction

Discussion:

Chairman Dan Free began the meeting at 9:10 AM by welcoming all attendees and thanking them for being at the meeting. Dan remarked that the CLEW Section is “on the radar screen” within the Society as an active Section.

Conclusions: None

Action items:

None

Person responsible:

Deadline:

#### 2) Minutes of Past Meeting

Discussion: The minutes of the April 29, 2006 CLEW Committee meeting in Phoenix had previously been distributed to all members. They were approved after some minor corrections.

Conclusions: Minutes approved

Action items:

None

Person responsible:

N/A

Deadline:

#### 3) Membership

We have 265 members as of 9/6/06 compared to 286 on 12/31/05 or a decline of 7.3%.

Dan Free sent a letter (via an e-mail blast by the Society’s staff) to 1000 potential members in the last two weeks and received 68 positive responses accepting membership through the end of the year.

Dan will send a list of the responders to Chip Boylan who will make sure they are included in the e-mail announcement list.

Conclusions:

Action items:

Check announcement list.

Person responsible:

Dan Free and Chip  
Boylan

Deadline:

Prior to next  
announcement

4) Committee Membership		
<p>Discussion:</p> <p>The committee has two new members: Joseph Burkle and Douglas Zogby.</p> <p>Tom Veitch's term as a member expired and was he not eligible for reappointment because of the Society's 9-year term limit. A discussion of the term limit followed which resulted in the Board Recommendation on page 6.</p>		
Conclusions: Recommendation to Society Board regarding election of Committee Members and Chairperson; End term limits.		
Action items:	Person responsible:	Deadline:
Forward Board Recommendation	Dan Free	

5) Newsletter/CLEWS		
<p>Discussion:</p> <p>Jean Lucey was commended by all for the terrific job she has done with the Newsletter.</p> <p>Jean reported that she continues to be frustrated by "technical delays" with distribution of the newsletter. Apparently the mailing house used by the Society is the problem. Committee members stressed the importance of hard copy newsletters and made a Board recommendation about this.</p> <p>Chip Boylan suggested that responses received to our Circle of Excellence e-mail blast may provide candidates willing to write newsletter articles. Chip will forward these e-mails to Jean.</p>		
Conclusions: Recommendation to Society Board to continue "hard copy" newsletters.		
Action items:	Person responsible:	
Forward Board Recommendation:	Dan Free	Ongoing
Edit Newsletter:	Jean Lucey	
Circle of Excellence e-mails as source of articles:	Chip Boylan	

6) Staff Report		
<p>Discussion: John Kelly thanked the Committee and Section for all it had done especially the symposiums this year.</p> <p>John informed the Committee that newsletter mailing delays were not caused by the mailing house but by the Trenton Post Office.</p> <p>It was brought to John's attention that a reprint of a CLEWS article in another Section's newsletter included Jean Lucey's "Editor's Comment" that was not attributed to Jean.</p> <p>On the subject of the new members resulting from the e-mail blast, John said they would automatically receive the latest newsletter.</p>		
Conclusions: None		
Action items: None	Person responsible:	Deadline:

7) Circle of Excellence		
<p>Discussion: We achieved the Gold Award again this year.</p> <p>The Society's Circle of Excellence Committee may grant "Platinum Awards" in the future when appropriate.</p>		
Conclusions:		
Action items:	Person responsible:	Deadline:
Continue to gather materials and maintain material for future submissions.	Chip Boylan	Ongoing

8) Seminar Planning 2006-2007		
<p>Discussions:</p> <p>Nancy Adams is planning a full day D &amp; O seminar in her Boston office that will probably be held in late February. Nancy also wants to offer it in Hartford in late Spring. Attorneys, underwriters and claim adjusters will benefit from this program.</p> <p>Dick Rupp is planning an Employment Practices seminar and will discuss this with John Kelly. The idea is to hold the seminar in conjunction with law firms in san Francisco and New York.</p> <p>"Order in the Court" and "How to Start a Consulting Practice" seminars were discussed. It was concluded that 1) we can't rely on a Chapter to plan these seminars although they can co-sponsor them; and 2) a one-day seminar is the best option.</p> <p>Jim Robertson, Donn McVeigh and George Gottheimer will work on the possibility of offering one of these seminars in 2007.</p>		
Conclusions:		
Action items:	Person responsible:	Deadline:
Plan seminars.	Nancy Adams; Dick Rupp; Jim Robertson, Donn McVeigh and George Gottheimer.	Ongoing

9) Website		
<p>Discussion:</p> <p>Adding a “list serve” or “discussion board” to the CLEW web site was discussed. Several committee members expressed concern about the discoverability of the information that is posted.</p> <p>The Committee decided to add the discussion board feature to the web site.</p>		
Conclusions: Add discussion board.		
Action items:	Person responsible:	Deadline:
Add Discussion Board and invite members to subscribe via web site announcement.	Chip Boylan	4 <sup>th</sup> Quarter

10) Mock Trial		
<p>Discussion:</p> <p>Practice for Monday’s Mock Trial is scheduled for Sunday morning at 7:30 AM.</p> <p>Nancy Adams is planning to do a mock trial at Boston’s I Day in November and may need several people from CLEW to assist with the presentation (20 – 22 people needed in all).</p> <p>The tentative 2007 Hawaii Mock Trial title is “Fun, sun and Umbrella Drinks.” The presentation will take place on Monday morning.</p> <p>Nancy Adams is planning a D &amp; O seminar for Tuesday at the annual meeting.</p>		
Conclusions:		
Action items:	Person responsible:	Deadline:
See above.	See above.	Ongoing

11) Old Business		
<p>Discussion:</p> <p>Donn McVeigh brought up the possibility of holding a retreat in the future and is seeking suggested topics and meeting sites. One suggested topic: “Is modeling the new redlining?” Chicago was suggested as a site.</p>		
Action items:	Person responsible:	Deadline:
Explore retreat options.	Donn McVeigh	No specific deadline.

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

## Board Recommendations:

1. Sections have the power to elect their own chairpersons and committee members comparable to the way Chapters elect their officers and there will be no restrictions on the length of time a member can serve on a Section Committee.
2. Section Newsletters continue to be published and distributed to Society members in hard copy.