

Interest Group Agenda/Action Form

Date: 9/7/2007

Time: 9:00 AM – 2:00 PM

Location: Honolulu, HI

Attendees: Donn McVeigh (acting Chairman), Nancy Adams, John DiLiberto, Jean Lucey, James Robertson, Richard Rupp, Norman Steinberg, George Wallace, Don Malecki, Greg Deimling and Chip Boylan

Visitors: Betsey Brewer (Society President); John Kelly; David Medvidofsky (2008 Annual Meeting Task Force Chairman).

Agenda topics

	Page #
Welcome/Introduction	2
Minutes of Past Meeting	2
Membership	2
Newsletter/CLEWS	3
Sections Circle of Excellence Recognition Program	3
2008 Seminars	3
2007 Annual Meeting & Seminars, Honolulu, Hawaii	4
Website	4
Old Business	4
New Business	4

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Agenda topics

1) Welcome/Introduction

Discussion: Acting Chairman Donn McVeigh began the meeting at 9:10 AM by welcoming all attendees.

Conclusions: None

Action items: None	Person responsible:	Deadline:

2) Minutes of Past Meeting

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

The minutes were approved.

Conclusions: Minutes approved

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

3) Membership

A. Statistical Report

Discussion: Statistics on Interest Group membership were reviewed. Overall, membership in Interest Groups declined by 14% between 2004 and 2007. CLEW membership increased 10% in the same time period.

The statistical report also showed that we have published 5 newsletters since June 2006.

John Kelly visited and thanked the Committee for all of its work.

Conclusions:

Action items: None	Person responsible:	Deadline:
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4) Newsletter/CLEWS

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

Action items:	Person responsible:	Deadline:
Edit Newsletter	Jean Lucey	Ongoing Next Issue

5) Circle of Excellence

Discussion: Chip Boylan gave a report on our submission which earned the Gold Award. Two Groups earned Gold Awards with distinction. Visitor David Medvidofsky who was one of the submission evaluators commented that these two Groups earned over 100 points each. Our submission was in the 70 – 80 point range (25 points is necessary for the Gold Award).

Over 25 CLEW members responded to our e-mail broadcast regarding information for our submission. Thank you notes were sent to all members who responded.

For the current year we are off to a strong start due to: 1. Jean Lucey's Newsletter work; Nancy Adams' D & O Seminars in June and at the Annual Meeting; and the new George Gottheimer Award.

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

6) 2008 Seminars

Working with Other Interest Groups – Discussion of this subject concluded with a consensus that this overly complicated the preparation of Annual Meeting Seminars and is usually not a good idea.

Donn McVeigh, Jim Robertson and Lawton Swan are working on “How to Start a Consulting Business” and “Order in the Court” seminars. The tentative dates and locations for the seminars are:

February 28th and 29th, Los Angeles, CA;

March 20th and 21st, Washington, DC;

Visitor David Medvidofsky, the 2008 Annual Meeting Task Force Chairman commented that the Task Force is looking forward to another Mock Trial in Philadelphia.

Conclusions: None		
Action items: Plan Seminars	Person responsible:	Deadline:
Finalize symposia subjects, presenters, schedule, etc.	Donn McVeigh, Jin Robertson and Lawton Swan	None

7) 2007 Annual Meeting, Honolulu, Hawaii

A. Mock Trial

Practice this afternoon after lunch and the end of the CLEW Committee meeting

B. Nancy Adams' D & O Seminar is on Monday morning.

C. Interest Groups Booth Staffing

Chip Boylan helped staff the Sections Booth on Friday morning from 10 am to 12 noon along with Bob McHenry of the Claims Group and Chris Lachance of the Personal Lines Group.

Conclusions:

Action items:	Person responsible:	Deadline:
Practice!	Just about everyone	N/A

8) Website

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

Chip will add a new subpage for the George Gottheimer Award including information about this year's winner who will be announced tomorrow prior to the Mock Trial.

Conclusion: Chip will continue his work on the website.

Action items:	Person responsible:	Deadline:
Continue to monitor and update the website	Chip Boylan	Ongoing

9) Old Business

The idea of publishing a collection of articles from past CLEW Newsletters that focus on how to prepare for and give depositions was discussed. Jean Lucey and Chip Boylan will research the articles and discuss this idea with the Society.

Action items: Research articles and discuss publication with Society.	Person responsible:	Deadline:
	Jean Lucey and Chip Boylan	N/A

10) New Business

Chip Boylan was elected Vice Chairman of the CLEW Interest Group. The sole duty of this newly created position is to fill in for the Chairperson when necessary.

A new CLEW sub committee was created whose purpose is to promote and advance the interests of the CLEW Interest Group and its members. Jim Robertson was appointed the Chairman of this new CLEW Strategic Issues Committee. Chip Boylan was appointed a member of this sub committee.

Action items: See above	Person responsible:	Deadline:
	Jim Robertson and Chip Boylan	None
The meeting was adjourned at 11:50 AM.		

PAGE

PAGE 2