

# Interest Group Agenda/Action Form

**Date:** 9/6/2008

**Time:** 9:00 AM – 12:00 Noon

**Location:** Philadelphia, PA

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

**Donn McVeigh, John DiLiberto, Jean Lucey, Norman Steinberg, George Wallace, Greg Deimling, Nancy Adams, Joe Burkle, Stan Lipshultz, Don Malecki, Jim Misselwitz, Mike Vehec, Jim Robertson, Akos Swierkiewicz and Chip Boylan**

**Visitors:** John Kelly (Society Staff); Philip Bryant (CLEW Member); and Rick Lambert (Society Governor).

## Agenda topics

	Page #
Welcome/Introduction	2
Minutes of Past Meeting	2
Membership	2
Newsletter/CLEWS	3
Interest Group Circle of Excellence Recognition Program	3
Interest Group Changes	3 - 4
2008-2009 Seminars/Symposia	4
Staff Report	5
Gottheimer Award	5
Mock Trial	5
Governor Visit	6
Website	6
Old Business	6

# Interest Group Agenda/Action Form

## Agenda Topics

### 1) Welcome/Introduction

Discussion: Chairman Dan Free began the meeting 9:04 AM by welcoming all attendees.

Conclusions: None

Action items: None

Person responsible:

Deadline:

### 2) Minutes of Past Meeting

Discussion: The minutes of the April, 2008 CLEW Committee meeting in Orlando had previously been distributed to all members.

The minutes were approved without change.

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 330 on August 29, 2007 to 318 as of August 29, 2008.

Dan Free commented that the Society has never received the names of those who drop off from the Society. It would be helpful to have these names to determine why they leave.

Conclusions: None

Action items: None

Person responsible:

Deadline:

#### **4) Newsletter/CLEWS**

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

Chip Boylan announced that in the coming months and into the future he would encourage and remind Committee members to either write articles for the newsletter or enlist others to do so in order to make Jean's job as Editor less demanding.

Jean announced that she had another issue almost ready to go out and Dan Free expressed considerable elation over the fact that he no longer has to write the Chairman's Corner.

Action items: Continue to publish	Person responsible:	Deadline:
1. Edit Newsletter 2. Write, beg or borrow (don't steal) articles for the newsletter.	1. Jean Lucey 2. All Committee Members	1 & 2 -Ongoing

#### **5) Circle of Excellence**

Chip Boylan reported the following:

We earned the Gold Award “with distinction” this year. Two significant activities that added to our submission were: 1) the creation and presentation of the Gottheimer Award; and 2) the D & O Seminar developed and presented by Nancy Adams at the 2007 Annual Meeting.

Approximately 30 CLEW members responded to our e-mail blast calling for award submission information. Thank you cards were sent to each one.

Stan Lipshultz asked if the Society had considered awarding a “platinum” or other award level above Gold. To date, the Gold “with distinction” is the highest level that we have heard about.

We will need another volunteer(s) to work on our submission next year. At our last meeting in April Greg Deimling and Steve Stinson offered to help with this.

Action items: Determine Award Submission Volunteers for next year	Person responsible: Chip Boylan	Deadline:
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#### **6) Interest Group Changes**

Greg Deimling with help from Nancy Adams gave the Committee an update on changes coming to Interest Groups many as a result of the work done by the Interest Group Resource and Governance Task Force. These include:

In 2009 all Society members will be interest group members. Members will receive a letter and other communication about this change and the process of selecting the interest group they wish to join.

All Society members will have access to the newsletters, websites, etc. of all of the interest groups.

The current core of 14 interest groups will continue. 12 new interest groups (e.g. Human Resources, Mergers and Acquisitions, Research, etc.) will be introduced to see what interest exists in them.

Action items: None	Person responsible:	Deadline:
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#### **7) 2008-2009 Seminars/ Symposia and Best Practices for Experts**

Stan Lipshultz reported on the *How to Start Your Own Consulting Business* and *Order in the Court* seminars scheduled for October 29<sup>th</sup> and 30<sup>th</sup> in Chevy Chase, MD (near DC) at the National 4H Center. Donn McVeigh, Lawton Swan and Stan are leading *How to Start Your Own Consulting Business* while Stanley, Lawton and Chip Boylan are working on *Order in the Court*. Stan believes we need at least one more participant preferably an attorney for *Order in the Court*. Stan will ask Bob Siems about participating later today at the Mock Trial rehearsal.

Stan also discussed compiling and publishing a Best Practices for Experts document using past articles from our newsletter and other information. This document would be used as a handout at the *Order in the Court* seminar and possibly sold separately as well. Stan asked Committee members to send any manuscripts for this publication to him.

There was considerable discussion about the seminar dates and the lack of time remaining to publicize them. It was not clear how soon the e-mail announcements on these seminars would/could be made. The same seminars scheduled for April had to be cancelled due to low enrollment and concern was expressed about this happening again due to the timing of the advertising/announcements. The conclusion arrived at was that Dan Free and Greg Deimling would attempt to speak to Mark Dolinski later today to determine the timing of the e-mail announcements. Once this was known, a decision would be made about going forward or postponing the seminars possibly until spring.

Nancy Adams is planning on doing another D & O Seminar this year with date and specific program to be determined.

Conclusions:	Person responsible:	Deadline:
Action items: Seek additional participants (Bob Seims) for Order in the Court. Determine possible timing of e-mail announcements Checks results of above and determine if we are all on the same page as to seminar dates. Plan D & O Seminar	Stan Lipshultz Dan Free and Greg Deimling Chip Boylan Nancy Adams	1-3. This coming week

## 8) Staff Report

John Kelly stopped by and discussed the Society's interest in doing more with interest groups during the coming year. The focus in the next year is developing content for webinars. The recent "contractual liability" webinar drew 500 people most of whom paid from \$29 to \$39 to participate. It is now John's responsibility to develop content for webinars and Mark Dolinski's job (as the Society's Director of Program Delivery) to work on the delivery of webinars.

John also participated in the discussion regarding the October seminars (see above).

Action items:	Person responsible:	Deadline:
Consider opportunities for webinar topics	All Committee Members	Ongoing

#### 9) Gottheimer Award

Donn McVeigh reported that this year's award winner is Norm Baglini who will be presented with a plaque at the start of the Mock Trial on Sunday morning. Donn also informed the Committee that there were several nominees this year some of whom are not CLEW members. After discussion the Committee reached a consensus to change the award criteria to make all CPCU's eligible, not just CLEW members.

When John Kelly was present he requested a month to prepare plaques for future awards but said staff could do it faster if necessary.

Action items: None	Person responsible:	Deadline:

#### 10) Mock Trial

Greg Deimling reported that he has already talked to the Chair of the Denver Annual Meeting about the Sunday morning time slot.

Greg and Nancy don't plan on being directly involved in the Mock Trial next year as they are considering some seminar ideas for the annual Meeting in place of Nancy's D & O seminar. Bob Seims and George Wallace are planning to continue as Mock Trial attorneys. However, we need a Director to replace Greg.

The rehearsal is this afternoon at 1 PM. This year's trial will start with a pre-trial conference and the vignettes will occur later.

Action items:	Person responsible:	Deadline:
Rehearse! Find Director for next year	Most of us Chip Boylan	Today ASAP

### 11) Governor Visit

Society Governor Rick Lambert addressed the Committee and discussed the upcoming Board changes. Currently these changes are silent on the issue of Interest Group Governors. Rick expressed his desire to see that position/role continue and the Committee agreed with him.

Action items:	Person responsible:	Deadline:
None		

### 12) Website

George Wallace has agreed to become our new Webmaster.

Chip Boylan will send all of the Committee members an e-mail asking them to confirm that their address, phone #, etc. on the web site is correct.

Action items:	Person responsible:	Deadline:
Transition webmaster from Chip to George Confirm Committee Members addresses, etc.	Chip Boylan and George Wallace. Chip Boylan	1. None 2. 10/1/08
The meeting was adjourned at 12:00 Noon		

### 13) Old Business

There was a brief about having Jim Robertson reappointed to the Committee. Chip Boylan will talk to John Kelly about this today.		
Action items: Get Jim reappointed to the Committee	Person responsible:	Deadline:
	Chip Boylan	ASAP

PAGE

PAGE 4