

**TOM HOMANN LGBT LAW ASSOCIATION  
BOARD OF DIRECTORS  
MINUTES FOR THE JULY 2, 2015 MEETING**

<p>Date: 2 July 2015 Time: 6:00 p.m. Location: The Center 3909 Centre Street San Diego, CA 92103</p>	<p><b>GENERAL MEETING AGENDA</b></p>
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**I. CALL TO ORDER.**

**a. Opening Roll Call.**

The Board was called to order at 6:02 p.m. by Ahrens. The following Directors of the THLA Board were present (members arriving late are reflected in the closing roll call):

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Ben Aguilar – Co-President<br><input checked="" type="checkbox"/> Kevin Davis – CFO, Treasurer<br><input checked="" type="checkbox"/> Eran Bermudez<br><input checked="" type="checkbox"/> James Cekola<br><input checked="" type="checkbox"/> Nicholas Fox<br><input type="checkbox"/> Anita Margolis<br><input type="checkbox"/> Jonathan Schneeweiss | <input checked="" type="checkbox"/> Kim Ahrens – Co-President<br><input checked="" type="checkbox"/> Shawn P. K. Huston – Secretary<br><input checked="" type="checkbox"/> Tom Bunton<br><input checked="" type="checkbox"/> Miranda Condra<br><input checked="" type="checkbox"/> Loren Freestone<br><input checked="" type="checkbox"/> Kyle Nageotte |
|---|---|

Anna Romanskaya was present. There was quorum.

**b. Approval of the Minutes. (Ahrens)**

The prior minutes were circulated to the Board via email and received some amendments. The amended minutes were adopted without objection.

Ahrens moved to adopt the minutes as presented to the Board with edits made by Fox prior to the meeting. Fox seconded the motion. The motion was carried unanimously, after no Board discussion, as follows:

Y N A      Yeah = Y    Nay = N      Abstain = A

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- Ben Aguilar – Co-President
- Kim Ahrens – Co-President
- Kevin Davis – CFO, Treasurer

- Shawn P. K. Huston – Secretary
- Eran Bermudez
- Tom Bunton
- James Cekola
- Miranda Condra
- Nicholas Fox
- Loren Freestone
- Anita Margolis
- Kyle Nageotte
- Jonathan Schneeweiss

**II. SPECIAL BUSINESS.**

**a. Endorsement Request.**

- i. Anna Romanskaya seeking endorsement for SDCBA Board of Directors.

Anna Romanskaya seeks the Board of Directors endorsement for the San Diego County Bar Association (“SDCBA”). There are four general seats at large and one seat in South Bay. Anna Romanskaya is an eight year family law attorney. She has served on the Lawyer’s Club Board and enjoyed working to connect with our minority bar associations and strengthen and help lawyers grow as attorneys. Working on the Board with the SDCBA will broaden her reach since she views the SDCBA as a hub to the other local associations. Working with the ABA gives her a broader and more national view of the law and she feels that perspective would be an asset to the SDCBA.

Anna Romanskaya’s work in family law has given her a keen sympathy for and understanding with the LGBT communities fight for equal rights for marriage rights. She is on the Lawyer’s Club’s committee to renovate portion of the Center.

Bermudez moved to table the endorsement of Anna Romanskaya until the August Board Meeting to allow others seeking endorsement to contact the Board. Nageotte seconded the motion. The motion was carried as follows (Loren Freestone abstained for ethical reasons):

Y N A            Yeah = Y    Nay = N            Abstain = A

- 
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  - Tom Bunton

- James Cekola
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- Nicholas Fox
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- Jonathan Schneeweiss

The Board will send an email blast to its members solicitating the names of members that are entertaining the idea of running for the SDSBA Board of Directors.

### III. REPORTS.

#### a. Chief Financial Officer Report (Davis).

The finance report for the month was presented by Davis.

### IV. INTERIM ACTIONS.

There were no interim actions.

### V. UNFINISHED BUSINESS.

#### a. Committee Structure (Ahrens)

The Board, have previously approved the creation of committees to streamline and divide the work to maintain the association in a more equitable manner considered assigning Co-chairs to the committees. The following committees have previously been created by the THLA Board of Directors: Advisory, Outreach, Endorsements, Events, Public Relations, Programming with the following co-chairs assigned:

Advisory:	<b>Aguilar and Ahrens</b> (Committee with past Board members that provide insight and advice to the current board)
Outreach:	<b>Huston and Condra</b> (Advances the legal and other interests of the LGBT members to the community)
Endorsements:	<b>Margolis and Bunton</b> (Assisting candidates and the THLA Board so that THLA endorses candidates to public office that will further LGBT interests)
Events:	<b>Schneeweiss and TBD</b> (Organize and produce the various annual events of THLA sans the Annual Dinner)
Public Relations:	<b>Cekola and TBD</b>

Programming: (Communications from THLA to the press and public)  
**Ahrens and TBD**  
 (Coordinating CLEs and speakers for educating the community and memebrs)

Freestone moved to have Miranda Condra become the co-chair of the Events Committee and Nicholas Fox become the co-chair of the Public Relations Committee and Ben Aguilar become a member of the Endorsement Committee. Ahrens seconded the motion. The motion was carried as follows:

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**b. Urban Street Angels Outreach Project (Ahrens)**

The Board addressed working with Urban Street Angels Outreach Project. The Board wants to work on a Friday to help the homeless.

**c. Expense Approval (Aguilar)**

Naggeote moved to reimburse Ahrens \$55.73 for letterhead and other expenses. Fox seconded the motion. The motion was carried as follows:

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**d. San Diego Pride Mixer (Aguilar)**

THLA will create a San Diego Pride Mixer for its members for July 16, 2015 between 5 and 7. Aguilar moved to \$250 to pay for appetizers for the San Diego Pride Mixer at Heat. Nageotte seconded the motion. The motion was carried as follows:

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**VI. NEW BUSINESS.**

**a. California Women Lawyers Reception- Co-host Request (Aguilar)**

- i. Date/Time: July 31, 2015 from 5:00 - 7:00 p.m.
- ii. Location: Procopio
- iii. Cost: \$45 Co-host / \$60 non-member

The Board discussed to what extent it should participate in the California Women’s Lawyers Reception and whether the Board should co-sponsor the event.

Aguilar moved to sponsor this event in name only. Bermudez seconded the motion. The motion was carried as follows:

Y N A          Yeah = Y    Nay = N          Abstain = A

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- Nicholas Fox
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- Anita Margolis
- Kyle Nageotte
- Jonathan Schneeweiss

- b. Summer BBQ Planning (Ahrens).**
- i. Date: Saturday, Aug 15 or 22
  - ii. Location: Schneeweiss house

The Board Discussed to the budget and planning for the THLA summer BBQ event. The Board chose to have the BBQ on August 15, 2015

Ahrens moved to have the BBQ held on August 15, 2015. Fox seconded the motion. The motion was carried as follows:

Y N A          Yeah = Y    Nay = N          Abstain = A

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- Ben Aguilar – Co-President
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- Nicholas Fox
- Loren Freestone
- Anita Margolis
- Kyle Nageotte

Jonathan Schneeweiss

**c. Day at the Races (Ahrens).**

- i. Date: Early August
- ii. Cost: \$12, must reserve block

A THLA Day at the Races event is proposed by the Board as social event. The Board discussed to what extent it should organize a Day at the Races event and requested more information about the number of tickets that would need to be purchased ahead of time.

This matter was tabled for review and proposal to the Events Committee

**d. 2015 Victory Fund Women's Pride Brunch (Ahrens)**

- i. Date/Time: July 18, 2015, 9-10 a.m.
- ii. Location: Gossip Girl, 1220 University Ave, San Diego 92103
- iii. Register: <https://www.victoryfund.org/pride#.VYsAjMuT4t8.gmail>

The Public Relations Committee will advertise this event via an email blast.

**e. SDCBA Law Student Reception**

- i. Save the Date: Thursday, September 24<sup>th</sup> from 5:30 - 7:30 p.m.
- ii. Coordinate law school outreach.

This matter was tabled.

**f. San Diego County Bar Board of Director Candidates (Ahrens)**

- i. Deadline: August 1, 2015

The San Diego County Bar Association Board of Directors will have certain openings in the near future. Members should be on notice to officially announce their interest in running before that date.

The Public Relations Committee will solicit candidates via an email blast.

**g. Reschedule August General Board Meeting (Ahrens)**

The Board will keep the August meeting at the normal time and place.

**h. Discussion/Vote RE: Reimbursement Policy (Nageotte)**

The Board Discussed the proper way to quickly reimburse Board members for their expenses in a way that protects the integrity of the Association and provides proper checks to avoid the impropriety and appearance of conversion.

Fox moved to amend the THLA Board's reimbursement policy (see proposal below) to ensure Board of Directors access to THLA bank accounts and to make sure that no one Board member may authorize an expense and sign the check for that expense.

Amended Policy now reads as follows:

1. **Expense Reimbursement Policy**

*[Amended July 2, 2015]*

*THLA will provide reimbursement for reasonable and necessary expenses to its Board of Director Members, or any General Member or other person acting at the direction of the Board, one of its Committees, or one of its Directors.*

*Persons seeking reimbursement must complete the Expense Reimbursement Request Form fully and accurately and submit the form to THLA's Chief Financial Officer within 45 days of the date the expense is incurred. All receipts should be scanned and attached and submitted with the Expense Reimbursement Request Form.*

*For any expense within a pre-approved budget, the Chief Financial Officer shall review the Expense Reimbursement Form and all receipts, and any suggested budget if applicable, and shall issue a reimbursement for expenses that the Chief Financial Officer deems reasonable and necessary. The Chief Financial Officer shall make a reimbursement decision within 2 weeks of submission of completed Expense Reimbursement Form with all receipts.*

*For any expense outside of a pre-approved budget, the Chief Financial Officer and the Co-Presidents shall review the Expense Reimbursement Form and all receipts, and any suggested budget if applicable, and shall issue a reimbursement for expenses that the Officers deem reasonable and necessary. The Officers shall make a reimbursement decision within 2 weeks of submission of completed Expense Reimbursement Form with all receipts.*

*If the Chief Financial Officer incurs a reimbursable expense, he or she shall submit the Expense Reimbursement Form and all receipts to the Co-Presidents for review, who shall in turn authorize reimbursement if they deem the expense reasonable and necessary.*

*In the event the Chief Financial Officer or Co-Presidents are unsure whether an incurred expense is reasonable or necessary, the reimbursement request shall be submitted to the Board to review. If the Chief Financial Officer or the Co-Presidents deny any part or all of a reimbursement request, the person requesting reimbursement can seek further review from the Board.*



*The Board or any Director may request an accounting from the Chief Financial Officer regarding any incurred expense, including review of the Expense Reimbursement Request Form and any receipts. The Chief Financial Officer shall provide any such accounting as timely as possible upon such request.*

*The Chief Financial Officer shall maintain a secure access web portal or other document storage mechanism (including cloud-based storage) so that Board Members can regularly access and view THLA’s financial information, including banking statements and reimbursement requests.*

Nageotte seconded the motion. The motion was carried as follows:

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- i. Diverse Bar Association Rooftop Reception**
  - i. Date/Time: Wednesday, July 8, 5:30 - 7:30 p.m.
  - ii. Location: Icon Building, 321 Tenth Ave., San Diego, CA 92101
  - iii. Host: PALSD Board Member Erin Lee
  - iv. Potluck

The Diverse Bar Association is limited to Board of Directors of the specific minority bars. The Board discussed to what extent it should participate in the Diverse Bar Association Rooftop Reception and whether the Board should co-sponsor the event.

The Board committed to send at least six members to this event.

**VII. ANNOUNCEMENTS.**

There were no announcements made.

## VIII. UPCOMING EVENTS & DEADLINES.

THE FOLLOWING IS A LIST OF UPCOMING EVENTS THAT MAY BE OF INTEREST TO THE MEMBERSHIP:

- a. Diverse Bar Association Rooftop Reception**
  - i. Date/Time: Wednesday, July 8, 5:30 - 7:30 p.m.
  - ii. Location: Icon Building, 321 Tenth Ave., San Diego, CA 92101
  - iii. Host: PALSD Board Member Erin Lee
  
- b. SDCBA Law Student Reception**
  - i. Date: Thursday, September 24<sup>th</sup> from 5:30 - 7:30 p.m.
  - ii. Location: Bar Center
  
- c. Couture for Cause (Aguilar)**
  - i. Date/Time: September 24, 2015, 6-9 p.m.

## IX. MISCELLANEOUS.

No miscellaneous business was discussed.

## X. ADJOURNMENT.

### a. Closing Roll Call.

The Board adjourned at 7:02 p.m. The Following Board members were present:

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Ben Aguilar – Co-President | <input checked="" type="checkbox"/> Kim Ahrens – Co-President      |
| <input type="checkbox"/> Kevin Davis – CFO, Treasurer          | <input checked="" type="checkbox"/> Shawn P. K. Huston – Secretary |
| <input checked="" type="checkbox"/> Eran Bermudez              | <input checked="" type="checkbox"/> Tom Bunton                     |
| <input checked="" type="checkbox"/> James Cekola               | <input checked="" type="checkbox"/> Miranda Condra                 |
| <input checked="" type="checkbox"/> Nicholas Fox               | <input checked="" type="checkbox"/> Loren Freestone                |
| <input type="checkbox"/> Anita Margolis                        | <input checked="" type="checkbox"/> Kyle Nageotte                  |
| <input type="checkbox"/> Jonathan Schneeweiss                  |  |