



BOARD OF DIRECTORS MEETING MINUTES

<p>Date: October 6, 2016 Time: 6:00 p.m. Location: The Center 3909 Centre Street San Diego, CA 92103</p>	GENERAL MEETING MINUTES
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I. CALL TO ORDER

- a. Opening Roll Call
 - i. Aguilar called the meeting to order at 6:02 p.m. Present were Aguilar, Fox, Javier, Smith, Seymour, Davis, Trinh, Cekola, Duimovich, Alexander, and Hicks.
- b. Approval of the Minutes – Digital version e-mailed to the board after the September board meeting and with the call for agenda items.
 - i. Davis (Alexander) moved to approve the Minutes from the September 2016 meeting. The motion carried by voice vote.

II. SPECIAL BUSINESS

- a. None.

III. INTERIM ACTIONS

- a. On September 26, 2016, Aguilar and Fox approved fundraising event co-sponsorship (in-name only) for Mara Elliott.

IV. REPORTS

- a. Chief Financial Officer Report (Davis)
 - i. Davis provided an update on THLA's finances.
 - ii. THLA Foundation Updates
 - 1. Foundation Bylaws Discussion (Davis/Fox).
 - a. Aguilar (Duimovich) moved to approve the Bylaws for the THLA Foundation, as amended by Fox and Huston from the September 2016 meeting. The motion carried by voice vote.
 - b. Fox will circulate a revised version of the Bylaws for any final minor amendments.
 - 2. Davis will select the initial Board of the THLA Foundation to begin adopting necessary policies and resolutions.
- b. Endorsements Committee Report (Margolis).

- i. There was no report from the Committee.
- c. Advisory Committee Report (Aguilar & Fox).
 - i. There was no report from the Committee.
- d. Public Relations Committee Report (Cekola & Fox).
 - i. The email click rate is between 35-40%.
 - ii. Membership in THLA is currently 138 paid members.
 - iii. The membership survey has been closed.
- e. Events Committee Report (Aguilar)
 - i. Summer BBQ – Feedback .
 - 1. The Summer BBQ was in a good location and had a good turnout. The Board should consider the venue for future events.
 - ii. Law Student/Attorney Mixer –
 - 1. Date: Thursday, October 13, 2016
 - 2. Time: 6:00pm
 - 3. Location: Hon. D. Rubin and Todd Stevens’ home
 - 4. Organize (Costco Volunteers, Set Up Volunteers).
 - a. Davis, Aguilar, and Fox will do a CostCo run on Tuesday or Wednesday before the mixer to pick-up supplies.
 - b. Aguilar will create a Facebook event for the mixer.
 - c. Board members should arrive around 5:30PM to help set-up.
 - d. Mentor-mentee pairings have been made and Fox will send out emails making the introductions.
 - iii. Election Night Social
 - 1. Date: Tuesday, November 8, 2016
 - 2. Time: 5:30pm
 - 3. Location: Downtown San Diego (Renaissance Hotel)
 - 4. Co-hosting orgs update // FALSD, SABA
 - iv. San Diego Paralegal Association Co-Hosted Mixer/CLE (Smith)
 - 1. Date: Tuesday, November 16, 2016
 - 2. Time: 5:30PM – 8:00PM
 - 3. Location: Procopio (downtown San Diego; Suite 2200)
 - 4. Speaker is secured. Sponsors for food and drink have been secured.
- f. Community Outreach / Planning Committee Report (Huston).
 - i. There was no report from the Committee.
- g. Bylaws Committee (Fox & Margolis)
 - i. There was no report from the Committee. Fox will circulate a revised draft of THLA’s Bylaws to the Committee for review.

V. UNFINISHED BUSINESS

- i. None.

VI. NEW BUSINESS.

- i. Summer BBQ Reimbursement Request (Fox).

1. The previously approved budget for the Summer BBQ was \$400. Fox requested reimbursement of \$501.65. Aguilar also requested a small reimbursement. Davis (Aguilar) moved to approve the excess expenses. The motion carried by voice vote.
- ii. Lambda Archives // THLA's Own Box! (Aguilar)
 1. Financial Contribution // Update.
 - a. A box at the Lambda Archives is \$475.00. Aguilar will look into options for electronic storage of information.
 2. Call for Archival Items.
 - a. Fox will reach out to THLA founding members for archival information.
- iii. Dialogue on Diversity + Holidays Around the World (Aguilar)
 1. Date: November 1, 2016
 2. Time: 5:30pm (?)
 3. Location: SDCBA
 4. Details: Peggy Nagae (speaker)
 5. THLA has pre-approved \$150 for the event.
- iv. NAPIPA Sponsorship Request for CLE (Trinh)
 1. Date: Friday, November 4, 2016
 2. Time: 5:30pm
 3. Location: CWSL
 4. Details: Ethics in the Practice of Criminal Law (Speakers: California Supreme Court Justice Goodwin Liu, Hon. Margie Woods, SD PB Henry Coker, and SD DA Bonnie Dumanis).
 5. The event is free to everyone.
 6. Trinh (Alexander) moved to contribute \$100 to sponsor the event. The motion carried by voice vote. Trinh will provide payment details to Davis.
- v. San Diego La Raza Lawyers Foundation Annual Dinner (Fox)
 1. Board members attending: (Aguilar, Fox, Huston, Cekola, Javier, Hicks)
 - a. Date: Tomorrow (October 7, 2016)
 - b. Time: 5:30pm
 - c. Location: U.S. Grant Hotel
 - d. Payment Due: \$10.00/pp. Fox has paid.
- vi. THLA Holiday Party Discussion
 1. Budget: \$1,500.00
 2. Venue: Ideas?
 - a. The Board discussed Uptown, T Lounge, and Pardon My French as options. The Events Committee will solicit quotes.
 3. Date/Time?
 - a. The Board suggested Thursday, December 8, or Friday, December 9, as possible dates.
- vii. THLA Annual Dinner 2017 Keynote Speaker
 1. The item was tabled.
- viii. THLA Annual Dinner 2017 Awards (Aguilar/Fox)
 1. Earlier Call for Award Nominations
 - a. Award Nomination/Decision Timeline

- i. Fox will send out an email in November soliciting award nominations for the 2017 dinner.
- ix. THLA Annual Retreat (Aguilar/Fox)
 - a. Updates
 - b. Date: January 5, 2017 (Discuss Alternative Dates)
 - c. Time: TBD
 - d. Location: TBD
 - e. The Events Committee will look into options for the retreat. Alternative dates could include Saturday, January 7, 2017.

VII. ANNOUNCEMENTS

- a. None

VIII. UPCOMING EVENTS AND DEADLINES

- a. Law Student/Attorney Mixer
 - i. Date: Thursday, October 13, 2016
 - ii. Time: 6:00pm
 - iii. Location: Hon. D. Rubin and Todd Stevens' home
- b. Election Night Social
 - i. Date: Tuesday, November 8, 2016
 - ii. Time: 5:30pm
 - iii. Location: Downtown San Diego (Renaissance Hotel)
- c. San Diego Paralegal Association Co-Hosted Mixer/CLE (Smith)
 - 1. Date: Tuesday, November 16, 2016
 - 2. Time: 6:00pm
 - 3. Location: Procopio

IX. MISCELLANEOUS

X. ADJOURNMENT

- a. Closing Roll Call.
 - i. The meeting adjourned at 6:46 p.m. Present were Aguilar, Fox, Javier, Smith, Seymour, Davis, Trinh, Cekola, Duimovich, Alexander, and Hicks.