

**MINUTES OF THE NORTHAMPTON COUNTY BAR ASSOCIATION
BOARD OF GOVERNORS MEETING**

February 6, 2019

The Board of Governors meeting was held on Wednesday, February 6, 2019, at 1001 Thai in Easton, Pennsylvania at 5:30 p.m. The meeting was called to order at 5:40 p.m. by President Lisa Spitale. An Agenda for the meeting was circulated to the Members of the Board of Governors prior to the meeting. Members of the Board of Governors in attendance at the meeting were as follows:

ATTENDEES (as marked):

Officers:

- Lisa Spitale, President
- Robert Eyer, President-Elect
- Maura Zajac McGuire, Vice President
- Paul J. Harak, Treasurer
- Steven B. Molder, Secretary
- Daniel M. O'Donnell, Past President

Board Members:

- David M. Backenstoe
- Jeremy F. Clark
- Jacqueline K. Holmes
- Richard Santee
- Steven B. Molder
- Michael A. Santanasto
- Scott Wilhelm
- Douglas Tkacik

Executive Director:

- Mary Beth Leeson

I. APPROVAL OF MINUTES

Minutes of the previous meeting held on January 2, 2019 were circulated for review. Maura Zajac McGuire made a motion to approve the minutes and Robert Eyer seconded the motion to approve the minutes. The motion was passed.

II. PRESIDENT'S REPORT/COMMUNICATIONS

President Spitale reported on the following matters:

Correspondence was received from the PA Bar Association. A request was made to their annual Foundation of Treasures. A brief discussion was held and no donations have been made in the past so no action was taken.

III. TREASURER'S REPORT

Paul J. Harak presented the Treasurer's Report which was previously circulated for review by the Board. He announced the balance as of January 31, 2019 of \$1,449,645.96.

IV. EXECUTIVE DIRECTOR'S REPORT

Executive Director Leeson reported on the following matters:

- A. All Board Members who are not new need to sign and return the Conflict of Interest form.
- B. The first round of interviews for the Reporter position has taken place.
- C. YLD Happy Hour is being held March 22, 2019 at Pints & Pies.
- D. Heather is back.
- E. Reporter issues – Mary Beth pointed out that the income from the Reporter is down and the issue needs to be reviewed in light of the expenditures.

V. PROGRAMS

Vice President Maura Zajac McGuire reported that she is pursuing a motivational speaker, Dawn Schantz, along with Judge Sletvold. The issue relates to her fee. McGuire is going to discuss that further with her.

Considering a future program from a medical marijuana speaker.

VI. OLD BUSINESS

A. Foundation Update. Santanasto advised that they have until February 15, 2019 to get sponsors to be put in the program. Invitations will be going out soon. To date they have \$13,000 in sponsorship.

B. CACLV previously submitted a grant request. O'Donnell will inquire further about the nature of how the funds are to be used.

VII. NEW BUSINESS

A. Executive Committee is going to be meeting with Judge Koury regarding new procedures being put in place in the Courthouse to enable the Bar Association to then circulate this information to the general membership so everyone can be in compliance.

B. Judge Panella recognition was discussed and it is to take place at the Judge's reception with Judge Koury introducing Judge Panella and Brian Panella presenting a plaque.

C. A question arose regarding a lawyer who abandoned his files and how to deal with the Disciplinary Board. Mary Beth indicated there was a Member of the Bar willing to act as a conservator.

D. Personnel Committee with Scott Wilhelm at the helm (pun intended) is looking into updating job descriptions, the policy manual and compensations structure and hopefully will have recommendations for the Board.

E. Richard Santee raised an issue regarding the online updating at the Courthouse and asked a question about the online access. The current consensus was that project is currently on hold.

VIII ADJOURNMENT

A motion to adjourn the meeting was made by Michael Santanasto . The motion was seconded by Douglas Tkacik. The motion passed unanimously. The meeting was adjourned.

Respectfully submitted:



Steven B. Molder, Secretary