

**MINUTES OF THE NORTHAMPTON COUNTY BAR ASSOCIATION  
BOARD OF GOVERNORS MEETING  
November 4, 2015**

The Board of Governors Meeting was held on Wednesday, November 4, 2015, at Kingfish American Bistro and Wine Bar in Bethlehem, Pennsylvania. The meeting was called to order at 5:45 p.m. by President Kassis. An Agenda for the meeting was circulated to the Members of the Board of Governors prior to the meeting. Members of the Board in attendance at the meeting were as follows:

**ATTENDEES (as marked):**

**Officers:**

<u>  X</u>	Abraham P. Kassis, President
<u>  X</u>	Alyssa Lopiano-Reilly, President Elect
<u>  X</u>	Michael P. Shay, Vice President
<u>  X</u>	Daniel M. O'Donnell, Treasurer
<u>  X</u>	Lisa Spitale, Secretary
<u>  X</u>	Christopher M. Reid, Past President

**Board Members:**

<u>      </u>	David M. Backenstoe
<u>  X</u>	Robert Eyer
<u>  X</u>	Paul J. Harak
<u>  X</u>	Maura Zajac McGuire
<u>  X</u>	Michael A. Santanasto
<u>  X</u>	Karley Biggs Sebia
<u>  X</u>	Scott M. Wilhelm

**Executive Director:**

<u>  X</u>	Mary Beth Leeson
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Prior to the start of the formal meeting, Judge Jack Panella discussed the Historical Video project. He wishes to produce two (2) short videos (each 10-15 minutes in length) to highlight the Northampton County legal system. The first would focus on the Northampton County Court system and Courthouse. The second would focus on the history of the Northampton County Bar Association. He envisions these videos being viewed at local high schools as well as in a kiosk in the Courthouse. Although he has not formalized his budget or other planning, he is requesting a donation from the NCBA to assist with this project.

## **I. APPROVAL OF MINUTES**

Minutes of the previous meeting held on October 7, 2015, were circulated for review. The Minutes were accepted.

## **II. PRESIDENT'S REPORT/COMMUNICATIONS**

Kassis reported on the following matters:

- A. October 13, 2015 correspondence from Alan L. Jennings, Executive Director of the Community Action Center of the Lehigh Valley, thanking the NCBA for continued support.
- B. November 4, 2015, email from Jacqueline Holmes requesting a donation towards the Holiday Hope Chest Program. Spitale made a motion that a donation in the amount of \$999 be made towards the Holiday Hope Chest Program. Reid seconded. The Motion passed.
- C. November 3, 2015, correspondence from Kassis to Peg Ferraro (Northampton County Council) regarding the NCBA involvement in the Northampton County Sheriff's Office's attempts to upgrade the security screening measures for entrance to the Northampton County Government Center. NCBA members will be able to apply for an identification card to expedite entry into the Government Center. The fee for this card will be \$15 and will be available to NCBA members only.

## **III. TREASURER'S REPORT**

O'Donnell presented the Treasurer's Report which was previously circulated for review by the Members of the Board. He announced the total balance as follows for October 31, 2015: \$1,287,207.23. The report was accepted without amendment.

O'Donnell reported that the Finance Committee will be meeting in the near future to discuss investment strategies. A representative from Morgan Stanley will be present for the aforementioned meeting.

## **IV. EXECUTIVE DIRECTOR'S REPORT**

Leeson reported on the following matters:

- A. The 2016 calendar was distributed.
- B. The People's Law School ended the week prior to the meeting. It was very well received.

- C. The Amicus Soiree was held on October 23, 2015, at the Hotel Bethlehem. The event was well-attended.
- D. The 2016 Budget has not yet been distributed to the members. An additional change of \$1,500.00 will be included in the budget for Judge Panella's Historical Video Project.
- E. Donut Day will be held on Friday, November 6, 2015 from 8:00 a.m. until 10:00 a.m. in the Jury Lounge of the Northampton County Courthouse.
- F. The Holiday Hope Chest program is one-half (1/2) way to its fundraising goal.
- G. The 2015 Pro Bono award will be awarded to Dennis Winegar.
- H. An award for individuals who have continually volunteered since the beginning of the Mortgage Foreclosure Diversion Program was discussed.
- I. The Personnel Manual update was distributed for review. Proposed changes to the update were discussed.
- J. The Miracle League trick or treat event was held on Saturday, October 24, 2015. The NCBA again had a booth and several members of the NCBA were in attendance to hand out treat to participants. This year's theme was the Minions.

## **V. PROGRAMS**

Shay reported that he has already identified subject matter and scheduled the programs for the NCBA's 2015 meetings.

## **VI. OLD BUSINESS**

- A. North Penn Legal Services: the discussions regarding the donation to NPLS will be addressed at the November quarterly meeting. NCBA has donated \$175,000 to NPLS in the past three (3) years.
- B. Town Crier Competition sponsorship request. David Rose, appointed town crier for Easton, PA, emailed Leeson on October 26, 2015, providing details regarding publicity the NCBA would receive in exchange for sponsorship of the 2016 Town Crier Competition held during Heritage Day in Easton, PA. Spitale made a Motion to donate \$1,000.00 to the 2016 Town Crier Competition held during Heritage Day in Easton, Pennsylvania. Shay seconded. The Motion failed.
- C. Kassis attended the PBA Zone 2 Presidents dinner in September 2015. Issues surrounding the Bar Journals were discussed.

#### **D. NEW BUSINESS**

- A. Long Range Planning: At the recent LRP meeting, a partnership between the Pomfret Club and the NCBA was discussed which would allow the NCBA to move its offices into the Pomfret Club as well as utilize space in the club for events. Attorney Shaughnessy discussed the idea with Andy Daub, owner of the Pomfret Club. Daub is open to further discussions regarding this matter. A committee will be formed to further investigate this option.
- B. Rocket Lawyer: Kassis circulated a draft letter to Paulette Brown, President of the American Bar Association, expressing concerns with and opposition to the ABA Law Connect Service with Rocket Lawyer.
- C. Correspondence from Fred Rooney re: medical legal partnership in the Lehigh Valley to help children living in poverty. This is a partnership between doctors and lawyers to improve the standard of living for these children. A lunch is currently scheduled for November 19, 2015, to discuss this partnership. Kassis and Sebia will attend the lunch to gather more information.

#### **ADJOURNMENT**

A MOTION to adjourn the meeting was made by Shay and was seconded by Wilhelm. The MOTION was unanimously approved and the meeting was adjourned at 7:28 p.m. The Board of Governors will convene again for the next Board Meeting on Wednesday, December 2, 2015.

Respectfully submitted:



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Ljisa M. Spitale, Secretary