

**MINUTES OF THE NORTHAMPTON COUNTY BAR ASSOCIATION
BOARD OF GOVERNORS MEETING
December 2, 2015**

The Board of Governors Meeting was held on Wednesday, December 2, 2015, at The Cafe in Bethlehem, Pennsylvania. The meeting was called to order at 5:58 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> X</u>	David M. Backenstoe
_____	Robert Eyer
_____	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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I. APPROVAL OF MINUTES

Minutes of the previous meeting held on November 4, 2015, were circulated for review. The Minutes were accepted.

II. PRESIDENT'S REPORT/COMMUNICATIONS

Kassis reported on the following matters:

- A. December 1, 2015 correspondence from Priscilla B. Schueck of the Volunteer Center of the Lehigh Valley, requesting a \$2,000.00 donation for the 2016 Martin Luther King, Jr. Day of Service. Reid made a Motion that the BOG approve a donation in the amount of \$2,000.00 - \$500 from the discretionary fund in the 2015 budget and \$1,500 from the 2016 budget. Shay seconded the Motion. The Motion passed.

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 November 30, 2015: \$1,290,301.99. The report was accepted without amendment.

O'Donnell reported that the Finance Committee met on November 20, 2015. The committee did not believe any changes to the current investment plan are needed at this time. Reid made a Motion to accept the recommendation of the Finance Committee regarding the language of the current investment plan, with one (1) modification – the NCBA would contribute \$300 per month to Morgan Stanley to increase equity holdings. Shay seconded the Motion. The Motion passed.

IV. EXECUTIVE DIRECTOR'S REPORT

Leeson reported on the following matters:

- A. The 2015 Holiday Hope Chest project is over. The NCBA raised in excess of \$8,800 and donated 606 boxes.
- B. The final payment to North Penn Legal Services will be mailed this month.
- C. The NCBA received a "Cyber Security Coverage Application" from Penn National Insurance. The Board took no action of this application, as they did not believe this to be necessary coverage.
- D. The ceremonial admissions to the NCBA will be held on December 4, 2015. 7 individuals will be admitted. Dennis Winegar will receive the pro bono award at this ceremony.
- E. Tickets are still available for the January 16, 2016 Flyer's game.
- F. The NCBA will be sponsoring a trip to see "On Your Feet" on Broadway.

V. PROGRAMS

Shay did a great job planning this year's programs. O'Donnell reports that he has begun planning 2016 programs.

VI. OLD BUSINESS

- A. Proposed changes to the Personnel Manual were discussed.
- B. Santanasto discussed the creation of a Foundation. Lopiano-Reilly made a Motion to form an area of interest fund with the Lehigh Valley Community Fund with money set aside (\$25,000) in the 2016 budget to be recommended to the Members at the January meeting. Reid seconded. The Motion passed.

VII. NEW BUSINESS

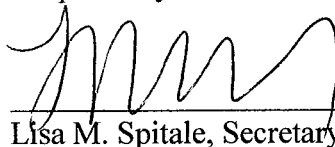
- A. NCBA personnel salaries and yearly bonuses were discussed.

VIII. ADJOURNMENT

Prior to adjourning, Kassis was thanked for his year of service as NCBA president. Kassis thanked the Board for their work throughout the year.

A MOTION to adjourn the meeting was made by Reid and was seconded by Shay. The MOTION was unanimously approved and the meeting was adjourned at 7:09 p.m. The Board of Governors will convene again for the next Board Meeting on Wednesday, January 6, 2016.

Respectfully submitted:



Lisa M. Spitale, Secretary