

**MINUTES OF THE NORTHAMPTON COUNTY BAR ASSOCIATION
BOARD OF GOVERNORS MEETING
May 1, 2013**

The Board of Governors Meeting for May 2013 was held on Wednesday, May 1, 2013 at the Vintage Restaurant at the Club at Morgan Hill, Easton, Pennsylvania. The meeting was called to order at 5:42 p.m. 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:

- Stanley J. Margle, III, President
- Christopher M. Reid, President Elect
- Abraham P. Kassis, Vice President
- Alyssa Lopiano-Reilly, Treasurer
- Michael P. Shay, Secretary
- Victor E. Scomillio, Past President

Board Members

- Robert M. Donchez
- Robert Eyer
- Daniel M. O'Donnell
- Karley Biggs Sebia
- Lisa M. Spitale
- Thomas L. Walters
- Joseph P. Yanuzzi

Executive Director

- Mary Beth Leeson

I. APPROVAL OF MINUTES

Minutes for the previous meeting held on April 3, 2013, were circulated and reviewed. A **MOTION** to approve the minutes was made by Vice President Abraham P. Kassis. That **MOTION** was seconded by Member Lisa M. Spitale. The **MOTION** to approve the minutes was unanimously passed.

II. PRESIDENT'S REPORT/COMMUNICATIONS

President Margle gave the following report:

- a. President Margle received a letter dated April 10, 2013, from Judge Jack Anthony Panella, Judge of the Superior Court of Pennsylvania. That letter expressed thanks to President Margle and the Bar Association for the "extremely pleasant evening at Northampton Country Club" for the Judges' Reception.
- b. President Margle also received a letter from President Judge McFadden, dated April 9, 2013, expressing thanks for the Judges' Reception and "for a wonderful evening that was well planned and executed!" Thanks were expressed on behalf of the Court to The Board of Governors for their many kindnesses and attention to the details of our Friday night party."
- c. A letter was received by President Margle dated April 15, 2013 from Judge Paula A. Roscioli. In that letter she expressed her thanks to the members of the Bar Association, and to our Executive Director "for all the hard work and planning that went into the Reception for the Court."
- d. President Judge McFadden sent a letter to President Margle dated April 17, 2013 expressing thanks for payment on behalf of the law clerks at the summer outing for their registration, by the Bar Association. The letter indicated that she was sure that the law clerks "will be most appreciative of the generosity of the Board of Governors!"
- e. Melanie Lawson, recipient of the NCBA 2013 Outstanding Paralegal Graduate Award of the Northampton Community College sent a letter to our Executive Director expressing her sincere appreciation to the NCBA for the award.

- f. President Margle stated that NCBA Member, Mary Ann Snell, Esq., expressed concerns that Country Meadows has been circulating to its senior residents a Power-of -Attorney form. She expressed the thought that this may involve the unauthorized practice of law. It was agreed that the matter should be referred to the NCBA committee on the unauthorized practice of law for review. No formal action was taken by the Board of Governors at the meeting.
- g. President Margle received an email communication from Past President Victor E. Scmillio concerning a challenge from the Express Times to a softball game against a team fielded by the NCBA. The proceeds from the softball game will be donated to The Miracle League. The Board of Governors expressed interest in participating in this charity softball game event. Past President Victor E. Scmillio was placed in charge of organizing a softball team for the NCBA and accepting the challenge
- h. President Margle announced that Treasurer Alyssa Lopiano-Reilly and the Finance Committee had prepared a Statement of Investment Policy & Objectives on behalf of the Northampton County Bar Association. The Finance Committee approved the draft which was circulated for review by the Members of the Board of Governors. President Elect Reid expressed his thanks to our Treasurer and complimented her on a job well done.

III. TREASURER'S REPORT

Treasurer Alyssa Lopiano-Reilly presented the Treasurer's Report which was previously circulated for review by the Members of the Board. She went over the various account balances. The total balance of all accounts as of April 30, 2013, is \$1,014,236.71. A **MOTION** was made by President Elect Reid to approve the Treasurer's Report. That **MOTION** was seconded by Robert M. Donchez. The **MOTION** was approved unanimously by the Board.

IV. EXECUTIVE DIRECTOR'S REPORT

Executive Director Mary Beth Leeson presented her report which included the following items.

- a. On Tuesday, April 16, 2013, the Executive Director had sent an email to all Officers and Governors in which she indicated that NCBA employee, Gloria, had indicated to her that she would be retiring effective May 29, 2013. The Executive Director circulated a card for the Members of

the Board of Governors to sign recognizing Gloria's more than 25 years of service to the NCBA. There was ensuing discussion concerning an appropriate gift to Gloria honoring her prior service, and recognizing her retirement. President Elect Reid made a **MOTION** that a gift credit card be given to Gloria as a retirement gift. Treasurer Lopiano-Reilly seconded this **MOTION**. The **MOTION** was unanimously approved.

- b. The recent Law Day celebration was noted. There were 325 students in attendance at the program. The program involved juvenile detention.
- c. Copies of the Northampton County Bar Association 2012 End of Year Financial Reports were circulated for review.
- d. There were 159 members and guests in attendance at the Judges' Reception held on April 5, 2013 at the Northampton Country Club. It was noted that the event was successful including the honoring of Member Louis S. Minotti, Jr., Esq., for his fifty years as a member of the NCBA.
- e. Registration forms for the May NCBA Quarterly Meeting were distributed at the Board of Governors meeting
- f. Mary Beth Leeson indicated that she would be attending the Annual Bar Association meeting in Pittsburgh at which Board Member Candy Barr-Heimbach will be receiving the Lynette Norton Award presented by the Pennsylvania Bar Association Commission on Women in the Profession.

V. PROGRAMS

The Program for the Quarterly Association Meeting on May 16, 2013, will be the Annual "Malpractice Avoidance Seminar". A future announcement will be made concerning the Fall Quarterly Meeting Program.

VI. OLD BUSINESS

The question of the location for the Soiree was again reviewed by the Board. President Margle indicated that he wanted a final decision to be made on the location. He also expressed his personal opinion that he was not in favor of changing the location from the Riverview Country Club to another venue. Vice President Kassis went over the cost figures he had received from the Blue Restaurant outdoor facility. Following discussion, Treasurer Lopiano-Reilly made a **MOTION** to retain Riverview Country Club as the location for the next Amicus Soiree. This **MOTION** was seconded by Member Lisa M. Spitale. There were seven votes in favor of the **MOTION**, and four

votes against the **MOTION**. Accordingly, the **MOTION** was passed, and Riverview Country Club, pursuant to our prior agreement, will be retained as the location for the Amicus Soiree.

VII. NEW BUSINESS

- a. It was announced that Regina Mugavero would be retiring from the Court Administrator's Office effective May 3, 2013. There was discussion concerning recognition of Regina Mugavero's service to the Court and to the Members of the Bar. President Margle suggested inviting Regina Mugavero to a Quarterly Meeting of the NCBA and that we present her with a gift recognizing her service and retirement. President Margle was authorized to invite Regina Mugavero to an NCBA Quarterly Meeting, probably in September. A **MOTION** was also made by Board Member Spitale to present Regina Mugavero with a gift card in recognition of her service. That **MOTION** was seconded by President Elect Reid. The **MOTION** was passed.
- b. The report of the Finance Committee and the proposed Statement of Investment Policy & Objectives was presented by Treasurer Lopiano-Reilly. She indicated that the Statement of Investment Policy & Objectives should be presented to the membership at a quarterly meeting for review and approval. She expressed her hope that the policy would be approved and placed in effect by January 1, 2014. Treasurer Lopiano-Reilly indicated that she and the Committee had reviewed policies and objectives of other organizations similar to the NCBA. She said that she tried to incorporate common features of other organizations. A goal was to keep the policy open and flexible, and essentially conservative. Secretary Shay suggested that we defer formal approval by the Board of Governors until the next meeting on June 5, 2013, to give the Members of the Board additional time to review the proposed policy. The matter will be reviewed for approval at the next Board of Governors' meeting on June 5, 2013.

IX. ADJOURNMENT

At the conclusion of business at the Board of Governors' meeting on May 1, 2013, a **MOTION** was made by President Elect Reid, which was seconded by Board Member Karley Biggs Sebia to adjourn the meeting. The **MOTION** was approved, and the

meeting was adjourned at 6:32 p.m. The next meeting of the Board of Governors will take place on Wednesday, June 5, 2013.

Respectfully Submitted,



Michael P. Shay, Secretary