

**MINUTES OF THE NORTHAMPTON COUNTY BAR ASSOCIATION
BOARD OF GOVERNORS MEETING
December 4, 2013**

The Board of Governors Meeting for December was held on Wednesday, December 4, 2013 at Cherubina in Easton, Pennsylvania. The meeting was called to order at 5:55 p.m. by President Stanley J. Margle, III. 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 November 6, 2013, were circulated for review. It was noted that under Section IV. "Executive Director's Report" the name of the insurance agent with whom the executive director and members of the board would be meeting is Tim Cain, and not Tim "Kean" as stated in the Minutes. Additionally, it was also noted that under Section II. D. the designation of President Judge Stephen J. Baratta omitted the word "Judge" after "President". Secretary Michael P. Shay acknowledged these changes and amendments. With the changes and amendments a **MOTION** to approve the minutes was made by President Elect Christopher M. Reid. Vice President Abraham P. Kassis seconded the **MOTION**. The **MOTION** was approved unanimously with an abstention by Board Member Robert M. Donchez.

II. PRESIDENT'S REPORT/COMMUNICATIONS

President Stanley J. Margle, III, included the following in his report:

A. President's letter to Bar Association Presidents within the North Penn Legal Services Region

President Margle reported that he sent out a letter to Bar Association Presidents within the North Penn Legal Services Region concerning a contribution to North Penn Legal Services.

B. Thank You Note From Superior Court Judge Jack Anthony Panella

A letter was received dated December 3, 2013 from Superior Court Judge Jack Anthony Panella thanking the NCBA for payment of his 2014 membership dues to the Pennsylvania Bar Association.

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 announced the total balance of all accounts through November 3, 2013 is the sum of \$1,093,829.09. A **MOTION** was made by Vice President Abraham P. Kassis to approve the Treasurer's Report. That **MOTION** was seconded by President Elect Christopher M. Reid. The **MOTION** was unanimously approved.

IV. EXECUTIVE DIRECTOR'S REPORT

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

A. Holiday Hope Chest

A final report concerning the Holiday Hope Chest was presented. Approximately five hundred boxes of gifts were delivered the prior day. Also, approximately \$7,100.00 was received in donations for the Holiday Hope Chest project.

B. Volunteer Center of the LV Request

Item 7.a. on the Agenda for the Meeting under "New Business", was advanced for consideration during the Executive Director's report. The Volunteer Center of the Lehigh Valley requested a contribution again this year for the Martin Luther King Program scheduled for January 2014. It was noted that there was the sum of \$1,500.00 left in the 2013 budget for donations. The volunteer center requested the sum of \$2,000.00 for the 2014 MLK Program. After discussion a Motion was made by Board Member Lisa M. Spitale to grant the request for a \$2,000.00 contribution by the Volunteer Center of the LV for the January 2014 MLK Program, with \$1,500.00 allocated from funds left over for donations from the 2013 budget, and with an additional \$500.00 from the 2014 budget allocation. There were multiple seconds to the MOTION. The MOTION was unanimously approved.

C. Final Payment to North Penn Legal Services

It was reported that the final payment for the 2013 contribution to North Penn Legal Services authorized by the Members of the NCBA has been submitted.

D. Ceremonial Admissions

It was announced that the Ceremonial Admissions for newly admitted attorneys will take place on Friday, December 6, 2013 at 1:15 p.m. in Courtroom No. 1.

E. Dues Notices

The executive director announced that dues notices would be going out next week. There would be a request for updated information from members of the NCBA including email addresses. It was also noted that the information submitted would be for use within the NCBA, and would not be distributed to the public.

V. PROGRAMS

Vice President Abraham P. Kassis announced that all programs for the year have been completed.

VI. OLD BUSINESS**A. Joint Dinner with BALC**

The speaker for the joint dinner with the BALC has been confirmed. However, there has been a problem with regard to the dinner to be held at the Iron Pigs stadium. The Iron Pigs chef will be out of the country at the time of the event. Alternatives for the format of the dinner were discussed, including a buffet dinner for all attendees, or a plated dinner for the head table only, with all other attendees to have a buffet dinner. We are not permitted to bring in our own outside caterer. President Elect Christopher M. Reid indicated that he would talk with the general manager of the Iron Pigs concerning our options. No formal decision was rendered by the Board. It was decided that President Elect Christopher M. Reid, and Executive Director, Mary Beth Leeson, would follow-up on our options.

B. New Building Update

President Elect Christopher M. Reid gave a report concerning the potential purchase of the building owned by Bar Member John R. Vivian, Jr., Esquire. A walk-through had been done of the building and it was reported that the building has some potential for offices of the NCBA. Renovations and work would be required to make the building usable for NCBA purposes. A follow-up report will be given.

VII. NEW BUSINESS**A. North Penn Legal Services Annual Report**

Past President Victor E. Scomillio expressed concern about the fact that the contribution from the NCBA was not included in the North Penn Legal Services Annual Report. He requested that the incoming president of the NCBA meet with North Penn Legal Services director Victoria A. Coyle, Esquire, to inquire concerning the omission of the substantial contribution made by the NCBA to North Penn Legal Services in 2013.

B. Liquor Liability Insurance Coverage Update

Secretary Michael P. Shay gave a report concerning the meeting with insurance agent Tim Cain on November 7, 2013. There was discussion

concerning whether the NCBA should have special events liquor liability coverage, or an endorsement for liquor liability coverage for all NCBA events. Tim Cain has indicated that he would be giving a report to the NCBA concerning cost effective options for liquor liability coverage.

C. **Personnel Committee**

Executive Director Mary Beth Leeson was excused for this portion of the meeting. A report was given concerning proposed bonuses and salary increases for the Executive Director, and office employees. After reviewing the proposals of the committee, action was taken by the Board concerning the bonus and salary increase proposals.

VIII. **ADJOURNMENT**

A **MOTION** to adjourn the meeting was made by Secretary Michael P. Shay. The **MOTION** was seconded by President Stanley J. Margle, III. The **MOTION** to adjourn was unanimously approved and the meeting was adjourned at 6:40 p.m. The Board of Governors will convene again for the next Board Meeting on Wednesday, January 8, 2014 beginning at 5:30 p.m. at the River Grille in Easton, Pennsylvania.

Respectfully Submitted,



Michael P. Shay, Secretary