



Agenda

- I. **Call to Order**—Meeting called to order at 3:02 p.m. CDT by Kim Chanbonpin
- II. **Roll**
 - a. **Board Members Present:** Linda Berger, Bob Brain, Candace Centeno, Kim Chanbonpin, Kim Holst, Alison Julien, Samantha Moppett, Sue Painter-Thorne, Jason Palmer, Rebecca Scharf, & Kristen Tiscione. Cassandra
 - b. **Board Members Absent:** Mary Bowman, Iselin Gambert, Judy Rosenbaum, Mark Wojcik
 - c. **Other Parties Present:** Karen Sneddon (LWI Journal Board), Jen Stevenson (AALS Liaison), Wanda Temm (ALWD), Alyssa Dragnich (Survey Committee)
- III. **Officers' Reports**
 - a. **President's Report**—Kim C.
 - Board Retreat-goals and priorities; continue two major initiatives— professional status committee and discipline building working group; SALT Board voted to endorse the LWI Best Practices document (thanks to professional status committee, Mel Weresh, LWI members & SALT board members—Olympia Duhart & Sara Rankin), SALT Board raised a potential shortcoming regarding lack of reference to governance rights, suggested penning an addendum regarding governance rights, also discussed a potential Best Practices for 405(d) rights; new initiative—what is LWI's role in diversity and inclusion?, diversity initiatives committee is working on this, SALT or other organizations may ask LWI to join in a statement with regard to this, how do we want LWI to be viewed with regard to these concerns?
 - If board members are attending, Kim H. volunteered to organize a formal or informal board meeting/event for AALS.
 - Ruth Ann sent a thank you card for the donation made in her father's memory, which was shared at the Board Retreat.
 - Administrative options—committee will give a report and outline options in January
 - Awards Committee Update (Alison)—Dahlia Lithwick was recommended as the recipient for the Golden Pen Award, the board discussed and supported the nomination, approved unanimously; Awards committee would like to present the Mary Lawrence Award at the 2017 ALWD Conference in Minneapolis (as long as ALWD approves—Wanda will raise this with ALWD)



- Joan Rocklin sent an email requesting book recommendations from LWI Board members, please send her a quick email with this info.
- Board liaisons—check-in with committees to see how they are progressing and send updates to Sue (for the committee on committees) and Kim H. (to post in Box)
- b. President-elect's Report—Kris T.
 - Putting together the last members for committees for the 2018 Biennial Conference, putting together something to commemorate the 30th anniversary of the LWI Journal, Site chairs are scouting venues for the gala
- c. Treasurer's Report—Candace C.
 - Materials posted in Box, numbers for 2016 Biennial Conference are just about finalized
- d. Secretary's Report—Kim H.
 - September minutes—motion to approve, seconded.
 - Thank you to Jason P. for serving as backup note taker. Back up note taker for November will be Judy R.

IV. Old Business

- a. Board retreat—Kim C.
- b. Where to Publish Guide from all-editors retreat (posted in Box)—Sam M.
 - Being prepared by Linda so that it's ready to be posted on the new LWI website, Abigail Perdue will present the info to new members of the Legal Writing Institute
 - Karen Sneddon—Volume 21 coming out soon, there was a slight delay due to some copyright issues and getting content on the website; print brochures for Vol. 21—no longer able to get a discount due to changes in LWI Journal Board personnel, Journal requests \$4,782.43 (budgeted \$3,500); discussion was raised regarding about whether we should continue the brochure beyond Vol. 21 (the LWI Journal board suggested discontinuing it after this Vol. 21), schools like to see authors in the print brochure, there was support to continue publishing the print brochure for at least one more volume and possibly more, Karen will take it back to the Journal Board about continuing the print brochure for later volumes
 - Motion to approve the revised budget for the print brochure, seconded. Approved.

V. New Business

- a. Survey committee update and proposal (posted in Box)—Alyssa Dragnich
 - Proposal is to skip 2015-16 survey due to delay in creating the new survey, concern about response fatigue if the survey is administered
 - (Kim C.) 2014-15—had the highest response rate of any survey, concern that delay in survey will cause response rate to drop, personnel-related delays regarding the finalization of the 2014-15 survey and it should be published in



January, this shouldn't be an issue with the new survey because Qualtrics will crunch the data for us, this has meant that creating the questions for the survey has been complicated and time-consuming; this is the reason for the proposal to skip the 2015-16 survey administration

- Discussion regarding the proposal—understanding for the delay, what kind of messaging will be sent out to listservs—committee's inclination was to package the presentation of 2014-15 info with announcement that new survey will take place soon, concerns that this was too long of a delay, it's important to keep the membership in the loop regarding with the status of the survey, the websites (both LWI and ALWD) should also be updated, maybe put a positive spin—explain the benefits of the new system
 - Committee's recommendation to skip a year in data collection and focus efforts on 2016-17 survey. Approved.
 - Alyssa will bring the concerns to the committee and they will draft language for an email to the community and listservs regarding the status of the 2014-15 survey and the new 2016-17 survey.
 - All of this is subject to ALWD agreement.
- b. Scholar's Forum and One-Day Workshop—Kim C.
- Brooklyn Law School would like to host a Scholar's Forum at its One Day Workshop and to announce it with the One Day Workshop announcements that will promote the One Day Workshops; discussion followed regarding whether other One Day Workshop hosts may be upset that they did not know it was an option.
 - Motion to allow Brooklyn Law School to apply for an ALWD Scholar's Forum event made and seconded. Approved.
 - Motion to allow ALWD to promote the possibility of hosting a Scholar's Forum with a One Day Workshop in its call for proposals made and seconded. Approved.
- c. Special thank you to Sara Rankin, Olympia Duhart, Denise Roy for their hard work on passing the support of Best Practices. Board members are encouraged to send personal notes. Kim C. will send a letter of thanks from LWI as well.

VI. **Adjourn**

- a. Motion made and seconded. Approved unanimously. Adjourned at 4:02 p.m. CDT.