

LINCOLN LEGAL PROFESSIONALS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
April 25, 2019

The regular Board Meeting of Lincoln Legal Professionals Association was held on April 25, 2019, at Woods & Aitken, LLP, with the following members present: Morgan Myers, Alicia Hunt, Tina Scully, and Debra Lundberg.

Morgan Myers called the meeting to order at 12:01 p.m.

**Approval of the March 28, 2019 minutes:**

The March meeting minutes were approved via email.

**Unfinished Business:**

**Membership drive:** See Vice President's report.

**New Business:**

**Bosses' Night Discussion/Cancellation Policy** (Tina Scully): Tina clarifies that she would like to look into renaming Bosses' Night as "Awards Night" or something that accurately portrays that we do more than just honoring a boss. This discussion is tabled.

**Reports:**

**Vice President:** Morgan Myers. There are two new members. I have been planning the 2019 (New) Member Meet & Greet! Have the Foundry booked for May 30, 2019 from 11:30-1:30. We have decided to reschedule the May Meet & Greet from May 16<sup>th</sup> to May 30<sup>th</sup> for a variety of reasons. Still going with the panel discussion idea with the board members and committee chairs/members! We received feedback from last year's meeting that the networking aspect was very lacking. I want to ramp up this year and get more familiar with our members through this event and also allow potential members the opportunity to learn and ask question about what LLPA is and what we do. I think we need to have a structured time of speaking about LLPA and then an open forum time for questions. At the end, I'd like to open the floor for comments from members/potential members about what they'd like to see happen with LLPA this year! I want to get some sincere feedback about what our members are interested in and motivated by – I think we need to start taking member feedback seriously to help us be a better and more relevant organization! I'm excited for the event and looking forward to it. Food is not finalized yet. We are going to send out postcards to local law firms to help publicize.

**Treasurer:** Alicia Hunt. Alicia presented her Financial Report for April 2019. Alicia will do future reports with financial information through the Monday of the week of the board meeting so that the numbers are more accurate.

**Chapter Representative:** \*Position Open\*

**Program:** \*Position Open\*

**Charitable:** Kathy Eidenmiller. No report.

**Fundraising:** Beth Christ. No report.

**Awards:** Tina Scully. Bosses Night Banquet was held on April 11, 2019 at Windsor Stables. We had 70 attendees. The night started out with the installation of the new officers for 2019-2020 as follows: President: Rae Wulf Schmidt; Vice President: Morgan Myers; Secretary: Debra Lundberg; Treasurer: Alicia Hunt; and Parliamentarian: Carol Paige. Awards were then presented to our scholarship winner, Legal Professional of the Year and Boss of the Year. Tina will revise her financial report for Bosses' Night.

**Legal Professional of the Year:** Vickie Starr. I received eight (8) nomination letters for this year's LLPA LPOTY. Seven letters were sent to the judges with each nominee's personal data sheet. One nominee failed to respond or submit her personal data sheet. The judges were Tasha Everman, Assistant Dean and Director of Career Development at the Nebraska College of Law, Carole McMahon-Boies, Administrator Attorney Services Division at the Nebraska Supreme Court, and John E. Anderson, Baird Family Professor of Economics at the University of Nebraska, College of Business. Judge Anderson attended the banquet, and \$25 gift cards were mailed to the other two. All three Judge's returned their ballots. A point system was used to determine the winner from the Judge's ballots. The 2019 LPOTY is Shannon Draper of Woods & Aitken LLP. A write up and picture was emailed to Lori McGowan for LincolnNotes and submitted to LJS for publication in the Neighborhood Watch section, which was published on 4/20/2019.

**Boss of the Year:** Robin Neumeier. There were eight nominations submitted for Boss of the Year 2019 and William E. Olson, Jr., of Olson Zalewski Wynner was selected as the winner. He was nominated by Diane Henninger. The three judges were the Honorable Jeffrey Chevront, Kathryn Bellman, and Glenda Pierce. None of the judges were able to attend the dinner, so a \$25 gift card to Lazlo's/Fireworks was mailed to each of them. An article and picture of the Boss of the Year, Legal Professional of the Year, and Scholarship recipient were published in the Journal Star Neighborhood Extra on 4/20/19.

**LincolnNotes:** Lori McGowan. Lori needs the following for the newsletter: president's letter, flyer for Meet & Greet, financial report, April Meeting Minutes (once approved).

**Scholarship:** Sheila Anderson. No report.

**Website:** Alicia Hunt. I think we should make our own website, free of NLPA, OLPA is already in that process and it's hard to share (we lose PayPal features, etc.) If we want to create our own Wix website separate from NLPA (especially since it might disband) a domain name comes free with a Wix paid account for a year, then is \$15/year after. (GoDaddy is \$2.99 for the first year, \$17.99 for the second (must be purchased together.) LincolnLegalProfessionals.com is available. Wix DOES have a free plan, it has Wix ads all over that make your website look like it's a marketing PowerPoint plus you're limited to how many people can view your website per day. We could always try the free version until we're limited on capabilities/NLPA disappears then decide on a paid plan...but here's the pricing and features: (see attached).

**Parliamentarian:** Carol Paige. No report.

**Media:** Vickie Starr. Pictures were taken at the LLPA Bosses' Night Banquet and distributed the next day to Rae Wulf Schmidt, President, and Alicia Hunt, Website/Social Media. A select group of photos were also shared with Diane Henninger, the new Boss of the Year Chair. LLPA photos from the fiscal year 2018-19 were also included in the 2019 Yearbook to be presented to the NLPA President at the annual convention.

**Audit:** Kathy Eidenmiller and Sheila Anderson. Tabled.

**Nominations and Elections:** Beth Christ. No report.

**Convention:** Rae Wulf Schmidt. Convention and the subsequent banquet and awards ceremony is this weekend, April 26-28. We have six desserts donated for the dessert auction to take place at the banquet, and Tina Scully will see if Michele Walker is available to take over her job of running the raffle fundraiser. The Friday night social will take place in the lobby lounge of the Hilton, with Saturday's and Sunday's events all taking place in the Husker Conference Room.

**Next Board Meeting:** May 23, 2019, at Woods & Aitken, 12:00 p.m.

**Adjournment:** At 12:57 p.m., the meeting was adjourned.

Debra Lundberg, Secretary

LINCOLN LEGAL PROFESSIONALS  
ASSOCIATION  
BOARD OF DIRECTORS MEETING  
May 23, 2019

The regular Board Meeting of Lincoln Legal Professionals Association was held on May 23, 2019, at Woods & Aitken, LLP, with the following members present: Rae Wulf Schmidt, Morgan Myers, Alicia Hunt, Kathy Eidenmiller, Shannon Draper, Diane Henninger, Lori McGowan, Carol Paige and Debra Lundberg.

Rae Wulf Schmidt called the meeting to order at 12:00 p.m.

**Approval of the April 25, 2019 minutes:**

The April meeting minutes were approved via email.

**Unfinished Business:**

**Membership drive:** Morgan Myers. Morgan gathered a list of other legal departments, such as banks and title companies, and sent out handwritten postcards as an invitation. She estimates sending about 70 cards total. Food will be Valentino's lasagna, a salad, lemonade and dessert. Rae Wulf Schmidt will be sending out an email to board members asking them to participate in an introduction panel. She asks that board members stand up, introduce themselves and give some information on their position. There will be name tags for board members and different colored name tags for members and potential members/guests. We will also be creating a slideshow with pictures and flyers of past events to play in the background.

**New Business:**

**September Monthly Meeting Hosts:** Rembolt Ludtke hosts the September general meeting. We only have one

member from Rembolt Ludtke and she has been in contact with board members asking for assistance. The board decided Rembolt Ludtke will be added to the January assignment with Johnson Flodman. The topic of filling the September slot was tabled.

**Second Membership Event:** The board discussed the possibility of holding a second membership drive in September. Tabled for further discussion following the May membership drive.

**Diversity, Equality and Inclusion Policy:** The outgoing NLPA President asked for this topic to be carried into the new year. OLPA has already adopted the policy. The board discussed the trouble committing to the action items and some of the wording could cause. The Chapter Representative's report to the NLPA board on June 1 is that LLPA does not agree to adopt the policy as written, but will work on another draft. The board has been tasked to brainstorm revisions. Tabled for further discussion.

**Fall Seminar:** Fall seminar will be held on September 21. The board is tasked to think of themes and ideas. The Chapter Representative's report to the NLPA board on June 1 is that LLPA is asking for the seminar to be fully funded by NLPA, no fees to attendees and that in the future we would like to have two seminars (spring and fall) and no convention.

**Reports:**

**Vice President:** Morgan Myers. No report.

**Treasurer:** Alicia Hunt. Alicia presented her Financial Report for May 2019.

**Chapter Representative:** \*Position Open\*  
The board discussed the need to fill this position. Kathy Eidenmiller will look at our roster and email potential candidates. Rae

Wulf Schmidt will be the temporary Chapter Representative for the June 1 NLPA board meeting.

**Program:** \*Position Open\*

**Charitable:** Kathy Eidenmiller. *Report:* The upcoming events to consider Wine & Howl (June 1) and Lincoln Parks & Recreation (July ?) will be announced after the board meeting for members to consider for our service and charitable time this summer. For the LPR event, we (I) need to be accepted as a group leader after they check my references – oh boy! Anyway, looking toward August for ideas too so let me know if you hear of anything.

Members can sign up to volunteer with the Lincoln Animal Ambassadors for their Wine & Howl event via an email link Kathy will distribute. Kathy is also looking to collaborate with the Lincoln Women's Voting League in the future.

**Fundraising:** Beth Christ. No report.

**Awards:** Tina Scully. No report.

**Legal Professional of the Year:** Shannon Draper. No report.

**Boss of the Year:** Diane Henninger. No report.

**LincolNotes:** Lori McGowan. Lori asks that the LincolNotes content be sent to her as it comes in.

**Scholarship:** Jen Wick. No report.

**Website:** Alicia Hunt. *Report:* I started a free version of Wix until we're ready to roll-out/commit. It's coming along slowly.

**Parliamentarian:** Carol Paige. No report.

**Media:** Vickie Starr. No report.

**Audit:** Kathy Eidenmiller and Sheila Anderson. No report.

**Nominations and Elections:** Beth Christ. No report.

**Next Board Meeting:** June 27, 2019, at Woods & Aitken, 12:00 p.m.

**Adjournment:** At 1:00 p.m., the meeting was adjourned.

Debra Lundberg, Secretary

LINCOLN LEGAL PROFESSIONALS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
June 27, 2019

The regular Board Meeting of Lincoln Legal Professionals Association was held on June 27, 2019, at Woods & Aitken, LLP, with the following members present: Morgan Myers, Alicia Hunt, Kathy Eidenmiller, Carol Paige and Debra Lundberg.

Morgan Myers called the meeting to order at 12:02 p.m.

**Approval of the May 23, 2019 minutes:**

The May meeting minutes were approved via email.

**Unfinished Business:**

**Second Membership drive event:**

The board discussed an outing at Adventure Golf Center. Research should be done on group pricing and food options. The board has put this on hold. If anyone is interested in volunteering to organize a membership drive, please contact the board.

**Monthly meeting hosts:** LLPA has eight members to add to the assignment list. A revised list will be distributed.

**New Business:**

**LLPA swag for volunteer/membership events:** Tabled.

**July General Meeting:** (Tina Sully) *Report:* Krista Burks of CASA and Susan Foster of Baylor Evnen will be speaking on their involvement in CASA a Volunteer Coordinator and an actual volunteer on cases, and what it takes to be a CASA volunteer. Location is pending but will know by Friday [June 28] Lunch will be Raising Cane's. (Price between \$5-\$6 per person). A flyer with all the information will be sent to you later this week or first thing Monday [July 1].

**NLPA Newsletter Articles:** (Alicia Hunt) NLPA has asked that LLPA contribute two articles to its newsletter. Morgan Myers and Alicia Hunt have an article and Kathy Eidenmiller will also find another.

**NLPA Convention/Seminars:** (Alicia Hunt) The NLPA board has voted to suspend convention. NLPA will have a Spring Seminar and Fall Seminar. The LLPA board has decided to host the Fall Seminar in September and let OLPA host the Spring Seminar. NLPA elections will be held at the Spring Seminar.

**Disbanding of NLPA:** (Alicia Hunt) The disbanding of NLPA will be voted on at the Fall Seminar in September. LLPA members are tasked with mulling over the disbandment and/or LLPA

emancipating or succeeding from NLPA if they do not disband. The board discussed bringing the topic up at the July and August General Meetings to apprise members.

## Reports:

**Vice President:** Morgan Myers. *Report:* The 2019 Meet & Greet was a success. We had around 30 in attendance, 10 of those attendees being guests (nonmembers). There were guests from the Attorney General's Office, Legal Aid, CASA for Lancaster County, Nelnet, Baylor Evnen and Gorden Law. Several of the guests came as result of the postcard they received about the event. I sent a follow up email a week after the Meet & Greet to the potential new members. We have since had three new members join:

1. Nancy Gillett, Attorney General's Office (referred by Kimberly Daugherty and Linda Johnson)
2. Bea Huff, Legal Aid of Nebraska (Meet & Greet)
3. Deb Wilson, Brock Law (referred by Lori Chapman)

We now have a total of 38 members.

Amy Eidenmiller will also be joining LLPA. Morgan discussed the feedback notecards at the Meet & Greet and the responses received. She did not get any negative feedback and felt there was a good pool of information. Several comments were that we were needing better communication.

**Treasurer:** Alicia Hunt. Alicia presented her Financial Report for May 2019 (Review of May 21, 2019-June 26,2019 Financial Activity).

**Chapter Representative:** *\*Position Open\** Rae Wulf Schmidt. *Report:* "The Diversity/Equity proposal committee, consisting of Cherie Sempek, Carol Paige, and [Teresa Hartwig], have communicated and developed the attached proposal Bylaw Amendment to Article II Section 1 "Policy". This amendment includes the original verbiage of the Bylaw's Policy, "This association is nonunion, nonpartisan, nonsectarian, and nonprofit" and added [the] "nondiscriminatory". [They] then took the first two paragraph of the Diversity, Equity & Inclusion policy provided by OLPA and added it to the Policy." See Attachment 2 to be voted on at the September 21, 2019, board meeting. NLPA has also amended Standing Rules 5, 7 and 17 (see Attachment 3, 4 and 5), which will be voted on at the September 21, 2019, board meeting.

The board discussed Standing Rule No. 5 (attachment 3) and believe paragraph F should be deleted in its entirety.

**Program:** *\*Position Open\**

**Charitable:** Kathy Eidenmiller. No report.

**Fundraising:** Beth Christ. No report.

**Awards:** Tina Scully. No report.

**Legal Professional of the Year:** Shannon Draper. No report.

**Boss of the Year:** Diane Henninger. No report.

**LincolNotes:** Lori McGowan. No report.

**Scholarship:** Jen Wick. No report.

**Website:** Alicia Hunt. No report.

**Parliamentarian:** Carol Paige. No report.

**Media:** Vickie Starr. No report.

**Audit:** Kathy Eidenmiller and Sheila Anderson. No report.

**Nominations and Elections:** Beth Christ. No report.

**Next Board Meeting:** July 25, 2019, at Woods & Aitken, 12:00 p.m.

**Adjournment:** At 12:50 p.m., the meeting was adjourned.

Debra Lundberg, Secretary

LINCOLN LEGAL PROFESSIONALS ASSOCIATION  
 FINANCIAL REPORT FOR MAY 2019  
 (Review of May 21, 2019-June 26, 2019 Financial Activity)

**US Bank - Checking (5410)**

<u>Date</u>	<u>Type</u>	<u>Description</u>	<u>Debits</u>	<u>Credits</u>	<u>Balance</u>
20-May		Beginning Balance			\$3,649.55
22-May	EFT	Nebraska Farm Bureau (Scholarship Judge donation)	\$25.00		\$3,624.55
22-May	EFT	American Red Cross (Scholarship Judge donation)	\$25.00		\$3,599.55
23-May	EFT	Target - Meet & Greet (plates, forks, & knives)	\$25.23		\$3,574.32
31-May	EFT	Valentino's - Meet & Greet food	\$4.21		\$3,570.11
6-Jun	1200	Morgan Myers - Meet & Greet salad & dessert	\$52.79		\$3,517.32
6-Jun	1201	Karen Hunt - Meet & Greet Valentino's Gift Cards	\$206.23		\$3,311.09
7-Jun	EFT	USPS - Stamps for Treasurer	\$11.00		\$3,300.09
20-Jun	1199	Woods & Aitken - postage for BOTY	\$1.50		\$3,298.59
26-Jun	PayPal	Membership Dues Deposit (1 renewal, 1 new)		\$95.53	\$3,394.12
26-Jun	DEP	Membership Dues Deposit (2 renewals, 1 new)		\$140.00	\$3,534.12
		Ending Balance			<b><u>\$3,534.12</u></b>

**US Bank - Scholarship Checking**

<u>Date</u>	<u>Description</u>	<u>Debits</u>	<u>Credits</u>	<u>Balance</u>
20-May	Beginning Balance			\$1,756.01
	Ending Balance			<b><u>\$1,756.01</u></b>

**US Bank - Savings**

<u>Date</u>	<u>Description</u>	<u>Debits</u>	<u>Credits</u>	<u>Balance</u>
20-May	Beginning Balance			\$2,082.48
23-May	Interest		\$0.01	\$2,082.49
25-Jun	Interest		\$0.01	\$2,082.50
				<b><u>\$2,082.50</u></b>

Lunch & Learn Meeting: None/Meet & Greet

Prepared and submitted by:



Alicia Hunt, LLPA Treasurer

Date: 6/26/2019

**MOVING OR CHANGING JOBS?**

Please remember to notify the LLPA Vice President, Morgan Myers, of any changes in your contact information (work or home address, phone numbers, or email.) Thank you!!

# NLPA

## Bylaws ARTICLE II Policy

Section I. This association is nonunion, nonpartisan, nonsectarian, nonprofit, and nondiscriminatory. We acknowledge a diverse, inclusive, and equitable association is one where all members and guests, whatever their gender, race, ethnicity, national origin, age, sexual orientation or identity, education or disability, feel valued and respected. We are committed to providing equal access to our legal educational opportunities for all and participation in our committees and executive board. We respect and value diverse life experiences and heritages and ensure that all voices are valued and heard. We are committed to modeling diversity and inclusion for the entire legal field, and to maintaining an inclusive environment with equitable treatment for all.

# NLPA

## STANDING RULE NO. 5

### Duties of Vice President

The Vice President shall:

- (a) assume the duties of the president in the absence of the president;
- (b) serve as chairman of the membership committee, which committee shall strive to organize additional affiliates within the state, and counsel local membership chairmen on membership drives and membership retention;
- (c) prepare and mail to local membership chairmen periodic membership newsletters, with copies to the president;
- (d) serve as liaison officer for the members-at-large, forwarding periodic newsletters and communications of information as appropriate, and vote on their collective behalf at Board Meetings;
- (e) prepare, upon request from *The SideBar* editor, appropriate membership information for publication;
- (f) review not later than June 1 the association's ~~membership brochure and~~ membership cards and bring recommendations for changes to the executive committee for approval or disapproval, ~~and provide such membership brochure to state and local officers for their use to promote NLPA;~~ and to assist the treasurer or other appointed person in the preparation of membership cards if necessary; to correlate the logo letterhead used by each chapter;
- (g) perform such other duties as may be assigned by the president, executive committee, or board;
- (h) purchase an appropriate gift for the outgoing president from the association to be presented at the awards banquet during the annual meeting.

# NLPA

## STANDING RULE NO. 7

### Duties of Treasurer

The Treasurer shall:

(a) have charge of the funds of this association and the disbursement thereof, under the supervision of the board;

(b) sign all checks of the association except checks payable to the treasurer, which checks shall be signed by the president;

(c) file account signature cards with appropriate financial institutions reflecting signatures of the treasurer and president;

(d) purchase or renew treasurer's bond in such amount as may be required by the board, the cost to be paid by the association, and to notify the bonding company of the name and address of the current treasurer each year;

(e) accept dues from members-at-large, and state dues from chapters and prepare the required roster information;

(f) ) maintain a cash journal and ledger for all receipts and disbursements;

(g) prepare periodic financial reports in acceptable account form for presentation at each meeting of the board and executive committee, providing sufficient copies at each meeting for distribution to the voting members at the meeting;

(h) prepare a complete report for presentation to the membership at the annual meeting;

(i) submit current books and records of the association to a committee appointed by the president for the purpose of auditing such books and records at the annual membership meeting;

(j) pay all bills promptly in accordance with the budget, pay non-budgeted items only after approval of the board, or if under \$100, after approval of the executive committee;

(k) reimburse the currently installed voting board of Nebraska Legal Professionals Association (i.e. President, Vice-President, Secretary, Treasurer, Parliamentarian, Chapter Representatives, and Pro Tem Chapter Representatives), for actual expenses incurred for fuel, subject to submission of receipts submitted to the NLPA Treasurer within 30 days of the expense, up to One Hundred Dollars (\$100) for attendance at each of the following events: fall seminar/board meeting; spring seminar/board meeting; and annual meeting. The Treasurer shall review the expenses reimbursed and present a report of these reimbursed expenses to the Executive Committee at the meeting held in January. This reimbursement shall be reviewed on a year-by-year basis.

# NLPA

(l) reimburse members of the association for actual expenses incurred on behalf of the association, which expenses are submitted via expense voucher and within an appropriate length of time from the date the reimbursable expense was incurred. An acceptable guideline would be for the reimbursement request to be made within one month of incurring the expense.

(m) on or about February 1 of each year, write to each chapter representative and each member-at-large, providing the due date for state dues, late payment penalty information, proper format for roster preparation for chapters, and instructions for payment of dues, and number of rosters required from chapters;

(n) submit to the publication editor for publication in the appropriate issue, information regarding due date for dues and late payment penalty information;

(o) upon receipt of rosters from local association and dues from members-at-large, forward copies of rosters to members of the board and any other member who requests a roster, updated as often as necessary to be current;

(p) maintain current count of members, together with complete roster;

(q) prepare and submit to board members at the annual meeting a proposed budget for the ensuing year, taking all accounts into consideration;

Rosters shall include name and preferred mailing address. Optional information showing employer and telephone numbers may be included. Rosters may not be released to anyone not affiliated with NLPA without authority of the association board or executive committee

# NLPA

## STANDING RULE NO. 17

### Rules of Meeting

Any and all members are welcome to attend all board meetings and the annual meeting.

Only the elected and appointed officers and chapter representatives (or the appointed alternate chapter representative), and members-at-large when in attendance are authorized to vote on matters coming before the board, to wit:

Elected Officers:	President Vice President Secretary Treasurer
Appointed Officer:	Parliamentarian
Chapter Representatives:	one for each chapter in good standing
Members-at-large:	the Vice President shall cast one collective vote on behalf of all members-at-large.
Quorum:	one-third of board

Any member attending the board meetings may enter into any and all discussions, ask questions, offer suggestions, make motions, and second motions, but only the persons listed above are authorized to vote.

EXCEPT, the president does not vote except in the event of a tie vote, and then shall cast the deciding ballot.

AND, during elections by ballot, the president cannot be denied the privilege of voting.

No board member shall be entitled to vote if that member's dues are delinquent.



**LINCOLN LEGAL  
PROFESSIONALS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
July 25, 2019**

The regular Board Meeting of Lincoln Legal Professionals Association was held on July 25, 2019 at The Mill Coffee & Tea at Telegraph, with the following members present: Rae Wulf Schmidt, Alicia Hunt, Kathy Eidenmiller, Carol Paige, Sheila Anderson, and Debra Lundberg.

Rae Wulf Schmidt called the meeting to order at 5:30 p.m.

**Approval of the June 27, 2019 minutes:**

The June meeting minutes were approved via email.

**Unfinished Business:**

**Second membership drive event:** Kathy Eidenmiller and Carol Paige proposed a sponsored golf scramble at Pine Lake Golf Course and the board approved. LLPA will sponsor the event, with a rubber duck hunt for door prizes and wine exchange. The event will be approximately \$20 per person, with any potential member guest free. They have tentatively reserved September 14 and will move forward with organizing the event.

**LLPA swag for volunteer/membership events:** Rae Wulf Schmidt and Debra Lundberg proposed LLPA shirts for members to wear to membership outings and volunteer events. The board agreed to move forward with obtaining a LLPA logo

made of iron-on vinyl. More information will follow.

**New Business:**

**Fall Seminar:** Fall seminar will be held on September 21. Rae Wulf Schmidt proposed a brunch and board meeting. NLPA has covered registration fees and attendees will only be financially responsible for their brunch. Rae will be looking for a speaker and asks that anyone with a contact to contact her. Alicia and Debra will be contacting venues.

**Reports:**

**Vice President:** Morgan Myers. No report. Alicia Hunt reports LLPA currently has 39 members.

**Treasurer:** Alicia Hunt. Alicia presented her Financial Report for July 2019.

**Chapter Representative:** *\*Position Open\** (Rae Wulf Schmidt - interim). No report/possible NLPA budget proposal. See New Business.

**Program:** *\*Position Open\**

**Charitable:** Kathy Eidenmiller. *Report:* WE HAD VOLUNTEERS HELP WITH THE FOLLOWING EVENTS:

June 8 - Wine & Howl event for Lincoln Animal Ambassadors at Deer Springs Winery.

July 20 - Holmes Park Cleanup for Lincoln Parks & Recreation for the Cornhusker State Games Road Race and Triathlon.

**FUTURE SUGGESTIONS:**

Still no word from the flood clean up  
Foster Care Closet kid's clothing drive  
CASA Volunteer Applications, Interviews, and Training  
Relay for Life

Friendship Homes stuff the bus

Kathy has been in contact with the CASA Volunteer Coordinator and they have agreed to do interviews at Woods & Aitken in September in preparation for the training set to commence in October. Kathy will send out an email to members.

**Fundraising:** Beth Christ. No report.

**Awards:** Tina Scully. No report.

**Legal Professional of the Year:** Shannon Draper. No report.

**Boss of the Year:** Diane Henninger. No report.

**LincolNotes:** Lori McGowan. *Report:* Lori needs all materials for the newsletter by the Monday following the board meeting.

**Scholarship:** Jen Wick. *Report:* In the next few weeks I will be checking with UNL to give our Scholarship Recipient, Brenna Micek, her first disbursement of \$750.00.

**Website:** Alicia Hunt. *Report:* Our old website is gone! Check out our new one: [www.lincolnlegalprofessionals.com](http://www.lincolnlegalprofessionals.com)

**Parliamentarian:** Carol Paige. *Report:* I was appointed to be on a committee for NLPA regarding changes to the By-laws. In September LLPA will be voting on the “diversity” policy. This is in relation to the diversity policy OLPA either wants to or has adopted. Attached is the proposed by-law language each chapter is to discuss.

The board discussed and approved the language with the addition of “or any other legally protected class” to the last sentence.

**Media:** Vickie Starr. No report.

**Audit:** Kathy Eidenmiller and Sheila Anderson. No report.

**Nominations and Elections:** Beth Christ. No report.

**Next Board Meeting:** August 22, 2019, at Woods & Aitken, 12:00 p.m.

**Adjournment:** At 6:34 p.m., the meeting was adjourned.

Debra Lundberg, Secretary



**LINCOLN LEGAL  
PROFESSIONALS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
August 22, 2019**

The regular Board Meeting of Lincoln Legal Professionals Association was held on August 22, 2019 at Woods Aitken, LLP, with the following members present: Rae Wulf Schmidt, Morgan Myers, Alicia Hunt, Tina Scully, Carol Paige, Sheila Anderson, and Debra Lundberg.

Rae Wulf Schmidt called the meeting to order at 12:05 p.m.

**Approval of the July 25, 2019 minutes:**

The July meeting minutes were approved via email.

**Unfinished Business:**

**LLPA swag for volunteer/membership events:** A LLPA logo made of iron-on vinyl will be obtained and available to members for purchase. Members will bring a navy shirt of their choice and board members will iron the logo on for them. A flyer will be created to distribute to members. Details to come.

**Fall Seminar:** The Fall Seminar flyer is to be approved by Monday. Attendees will meet at the capital for the 10:00 a.m. tour. It will last approximately one hour. Lunch and the board meeting will be held at Valentino's buffet located at 70<sup>th</sup> and Van Dorn. A meeting room can be reserved depending on the number in attendance.

**New Business:**

**Lunch & Learn general guidelines/form:** Rae Wulf Schmidt proposed a "checklist" style form to be distributed to groups holding the Lunch & Learn. The form would contain information on the task, a checklist of necessary details, and a deadline to get the information to the board to create an informational flyer and publication in the newsletter. Details to come.

**Reports:**

**Vice President:** Morgan Myers. *Report:* All recent new members received a coupon code via email last week (8/15/19) to welcome them and encourage attendance at the golf scramble event in September. The coupon code will allow free admission (waiving the \$20 fee) since this is the first event for each of them since becoming members. Hopefully, they will also bring guests and it will be a great opportunity to welcome some new faces and get our new members more involved and connected!

Another email will be sent out to members with information. Members are to get contact information for potential new member guests to Alicia, who will then provide them with a one-time use promo code.

**Treasurer:** Alicia Hunt. Alicia presented her Financial Report for August 2019.

**Chapter Representative:** *\*Position Open\** (Rae Wulf Schmidt - interim). No report.

**Program:** *\*Position Open\**

**Charitable:** Kathy Eidenmiller. *Report:* The September golf event only has two registered.

**Fundraising:** Beth Christ. No report.

**Awards:** Tina Scully. No report.

**Legal Professional of the Year:** Shannon Draper. No report.

**Boss of the Year:** Diane Henninger. No report.

**LincolNotes:** Lori McGowan. *Report:* Lori needs all materials for the newsletter by the Monday following the board meeting.

**Scholarship:** Jen Wick. *Report:* I confirmed the enrollment of Brenna Micek with UNL and Alicia has sent the first payment to UNL for Brenna's initial installment of her scholarship.

**Website:** Alicia Hunt. No report.

**Parliamentarian:** Carol Paige. No report.

**Media:** Vickie Starr. No report.

**Audit:** Kathy Eidenmiller and Sheila Anderson. No report.

**Nominations and Elections:** Beth Christ. No report.

**Next Board Meeting:** September 26, 2019, at Woods Aitken, 12:00 p.m.

**Adjournment:** At 12:33 p.m., the meeting was adjourned.

Debra Lundberg, Secretary



**LINCOLN LEGAL  
PROFESSIONALS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
September 26, 2019**

The regular Board Meeting of Lincoln Legal Professionals Association was held on September 26, 2019 at Woods & Aitken, LLP, with the following members present: Rae Wulf Schmidt, Alicia Hunt, Sheila Anderson, Kathy Eidenmiller, Lori McGowan, Jen Wick, and Debra Lundberg.

Rae Wulf Schmidt called the meeting to order at 12:02 p.m.

**Approval of the August 22, 2019 minutes:**

The August meeting minutes were approved via email.

**Unfinished Business:**

**Lunch & Learn General Guidelines/Form:**

Rae Wulf Schmidt hasn't had a chance to prepare a draft of the proposed guidelines form, and will work on it for the next board meeting. Debra Lundberg will also take a look at drafting the form.

**New Business:**

**NLPA Update/Bylaw & Standing Rule**

**Changes:** Alicia Hunt. The NLPA Board approved the adoption of the proposed diversity clause. The topic of further NLPA bylaw and standing rule changes is tabled. The NLPA Board voted to disband NLPA with a deadline of September 2020, unless we are able to complete the disbanding process by the end of the fiscal year. The previously accepted NLPA disbanding

budget accounted for \$1,000 to be distributed from the NLPA scholarship budget to LLPA and OLPA for their respective scholarships. Discussion was had and the budget was revised to allow for \$750 to be distributed to LLPA, OLPA, and the members-at-large. After further discussion, the Board voted to not officially disperse any funds at this time. The topic of the NLPA 2020-2021 scholarship is tabled until the next board meeting. The Board discussed formatting for nomination letters submitted for the NLPA Legal Professional of the Year award. Certain NLPA board members felt that the nomination letters received and accepted by LLPA were longer than those received and accepted by OLPA. The same board members would like to make sure the chairs from each chapter communicate and have the same format for submissions. The former LLPA Legal Professional of the Year Chair stated that the formatting for the submissions were in fact the same, and no revisions were needed. OLPA will be hosting the Spring Seminar and would like to see input from LLPA and the members-at-large to make it into a "going out with a bang" event. Rae Wulf Schmidt will reach out to OLPA letting them know they can contact her to facilitate the same.

**Fall Fundraiser (!):** Beth Christ is our fundraising chair. Rae Wulf Schmidt will reach out to her for a status update. If members have any ideas, please contact the Board.

**2020-2021 Membership Fees:** Annual dues to LLPA for the 2019-2020 fiscal year were \$45 for renewing members and \$50 for new members, with a portion of those dues being forwarded to NLPA. The board agreed to lower dues to a \$40 flat fee for both new and renewing members (and \$20 for students) now that there will not be a portion of the dues paid to NLPA.

**Membership Bank Account:** Alicia Hunt. Alicia proposes a separate account for the membership budget items. This would be at no cost. After discussion, the Board asks that the Vice President submit a membership budget update in her report each month. Alicia Hunt reports the membership balance budget is \$1,066.46 as of September 27, 2019.

**Reports:**

**Vice President:** Morgan Myers. No report.

**Treasurer:** Alicia Hunt. Alicia presented her Financial Report for September 2019.

**Chapter Representative:** (Rae Wulf Schmidt - interim). No report. See New Business.

**Program:** \*Position Open\*

**Service and Charitable:** Kathy Eidenmiller. *Report:* In August we presented an opportunity to support the Child Advocacy Center by attending the Harvest of Hope fundraiser at JUNTO Winery on September 6<sup>th</sup>. We had one member attend, and one member donate to the cause online.

In September we coordinated a campaign to solicit volunteers to serve as CASAs for CASA of Lancaster County. Seven LLPA members submitted written applications and attended subsequent one-on-one interviews with CASA staff. Background checks are now being performed and the orientation session is set for October 1<sup>st</sup> with 5 weekly training sessions to follow. Swearing in of the new CASAs to be November 6, 7 or 8, and you are welcome to support our LLPA CASA members by attending the ceremony.

We will explore having a combined event in November/December. Perhaps cooking

holiday meals or caroling. Please feel free to make suggestions.

\*\*\*\*\*

Also, we are currently entertaining ideas for our annual charity donation to a local entity. Please contact me if you have ideas for a target.

**Fundraising:** Beth Christ. No report.

**Awards:** Tina Scully. No report.

**Legal Professional of the Year:** Shannon Draper. No report.

**Boss of the Year:** Diane Henninger. No report.

**LincolNotes:** Lori McGowan. No report.

**Scholarship:** Jen Wick. No report.

**Website:** Alicia Hunt. No report.

**Parliamentarian:** Carol Paige. No report.

**Media:** Vickie Starr. No report.

**Audit:** Kathy Eidenmiller and Sheila Anderson. No report.

**Nominations and Elections:** Beth Christ. No report.

**Next Board Meeting:** October 24, 2019, at Woods & Aitken, 12:00 p.m.

**Adjournment:** At 12:49 p.m., the meeting was adjourned.

Debra Lundberg, Secretary



**LINCOLN LEGAL  
PROFESSIONALS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
October 24, 2019**

The regular Board Meeting of Lincoln Legal Professionals Association was held on October 24, 2019 at Woods & Aitken, LLP, with the following members present: Alicia Hunt, Kathy Eidenmiller, Lori McGowan, Beth Christ, Tina Scully, Carol Paige, and Debra Lundberg.

Alicia Hunt called the meeting to order at 12:05 p.m.

**Approval of the September 26, 2019 minutes:**

The September meeting minutes were approved via email.

**Unfinished Business:**

**Lunch & Learn General Guidelines/Form:** Tabled.

**LLPA Bylaw & Standing Rule Changes now that NLPA is disbanding:** Carol Paige. We could begin a draft, but it is not installed until the disbandment is official. We need to revamp the rules and remove any references to NLPA. Carol is taking any volunteers who would like to form a committee on this topic. Kathy Eidenmiller and Tina Scully have joined the committee.

**Fall Fundraiser:** See committee report.

**New Business:**

**Fall Fundraiser (cont'd):** See committee report.

**LLPA Christmas Party:** The LLPA Christmas Party will be held on December 12. The location will be either Woods & Aitken or Baylor Evnen. The board will talk to Kathy Eidenmiller about catering again.

**Reports:**

**Vice President:** Morgan Myers. Remaining membership budget: \$1,066.46

**Treasurer:** Alicia Hunt. Alicia presented her Financial Report for October 2019. The same is subject to audit.

**Chapter Representative:** (Rae Wulf Schmidt - interim). No report.

**Program:** \*Position Open\*

**Service and Charitable:** Kathy Eidenmiller. It is that time of year again for our charitable giving. Kathy presented two options she had found/was given: Foster Care Closet or the Chief Standing Bear Scholarship. Discussion was had and Tina Scully moved to choose Foster Care Closet as our charity, Lori McGowan seconded. LLPA has chosen Foster Care Closet as its charity for the year. Members can bring clothing or monetary donations to the November and December general meetings. More information to come.

Last month's service event was planting trees with Lincoln Parks & Recreation. We had one member and her daughter attend. We also have five members still in CASA training.

November/December service projects may include serving meals or helping residents wrap gifts at the People's City Mission, or

volunteering at the Center for People in Need's Toyland for Kids event.

**Fundraising:** Beth Christ. *Report:* Kathy and I met on Wednesday 10/16/19 to discuss fundraising ideas. We came up with the following ideas:

- Village Inn Pie Certificates-Kathy will be putting in an application with Village Inn and will be getting more details as to how this works. The Grand Island branch did this for their fundraising and were quite successful each year.
- 50/50 split raffle fundraiser-this seems to be the most popular of the raffle drawings we have.
- POGO cards-I will be looking into the cost of these and the availability.
- Online bake sale-there would be a link on our website page for people to buy items online. We could deliver them personally within a 20-mile radius of Lincoln.
- Gift wrapping-I will be looking into this. We have tried this before at Gateway and they wanted us to provide all of the wrapping supplies and donations were based on tips.
- Restaurant percent donations-I have been sent a link from Alicia to look into this. We would need to find a restaurant that would be willing to donate a percent of their sales for a day.
- Dog walking and/or leaf raking. This may be something that we look into more next year.

Carol Paige also offered a Premier Jewelry party where someone could host, and she will donate a percentage of sales to LLPA. The host could also "sell" their gift to LLPA or give it to sell at the raffle.

Discussion was had. Kathy will be calling Village Inn and this idea is tabled until we

receive more information. The 50/50 raffle is tabled for a spring event. Online bake sale is tabled for a Valentine's Day event or a different holiday. POGO cards, gift wrapping, and dog walking/leaf raking have been scrapped. Beth will look into the restaurant percentage donations for a quarterly fundraiser. Carol will look into switching Lunch & Learn assignments with the November group and host the Lunch & Learn as a fundraising event.

**Awards:** Tina Scully. No report.

**Legal Professional of the Year:** Shannon Draper. No report.

**Boss of the Year:** Diane Henninger. No report.

**LincolNotes:** Lori McGowan. Please try to provide her with materials for the newsletter by Monday.

**Scholarship:** Jen Wick. No report.

**Website:** Alicia Hunt. No report.

**Parliamentarian:** Carol Paige. No report.

**Media:** Vickie Starr. No report.

**Audit:** Kathy Eidenmiller and Sheila Anderson. No report.

**Nominations and Elections:** Beth Christ. No report.

**Next Board Meeting:** November 21, 2019, at Woods & Aitken, 12:00 p.m.

**Adjournment:** At 12:53 p.m., the meeting was adjourned.

Debra Lundberg, Secretary



**LINCOLN LEGAL  
PROFESSIONALS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
November 21, 2019**

The regular Board Meeting of Lincoln Legal Professionals Association was held on November 21, 2019 at The Mill Coffee @ Telegraph, with the following members present: Beth Christ, Alicia Hunt, and Rae Wulf Schmidt.

Rae Wulf Schmidt called the meeting to order at 6:02 p.m.

**Approval of the October 24, 2019 minutes:**

The October meeting minutes were approved via email.

**Unfinished Business:**

**LLPA Bylaw & Standing Rule Changes:** see Parliamentary report for update.

**Fall Fundraiser:** The fall fundraiser will be the 50/50 split raffle which we will draw for at the Holiday Party on December 12, 2019. 1 ticket is \$5 and 3 tickets are \$10. Beth will get the tickets prepared this weekend to get out to members on Monday, November, 25. All tickets will be due by December 12 at the holiday party.

**Holiday Party Finalization:** The LLPA Christmas Party will be held on December 12. We will tentatively do the white elephant gift exchange again this year. The location will be at Baylor Evnen. Kathy Eidenmiller has agreed to cater. The board will ask Tina Scully to assist Kathy with the

catering duties. Rae Wulf Schmidt moved we raise the Holiday Party budget to \$120 (*motion tabled for an email vote since we do not have a quorum.*) Rae, Beth, and Alicia are willing to donate a side or dessert, if needed. The board requests Debra Lundberg make eggnog again this year.

**New Business:**

**Lunch & Learn Event Form draft review:** Revisions were discussed and the form will be ready for the January Lunch & Learn.

**Reports:**

**Vice President:** Morgan Myers. Remaining membership budget: \$1,066.46

**Treasurer:** Alicia Hunt. Alicia presented her Financial Report for November 2019; it is subject to audit.

**Chapter Representative:** (Rae Wulf Schmidt - interim). No report.

**Program:** \*Position Open\*

**Service and Charitable:** Kathy Eidenmiller – No report.

**Fundraising:** Beth Christ – No report. //

- Fall Fundraiser – see unfinished business.
- 2020/Spring Fundraiser – We will do the Village Inn pie certificates before the end of the fiscal year in time for Valentine's Day, Mother's Day, and Graduations. Each certificate will cost us \$8.50; if we sell 50 certificates at \$12 each, we would make \$175 profit.

**Awards:** Tina Scully – No report.

**Legal Professional of the Year:** Shannon Draper – No report.

**Boss of the Year:** Diane Henninger – No report.

**LincolnNotes:** Lori McGowan – Please try to provide her with materials for the newsletter by Monday, November 25.

**Scholarship:** Jen Wick – No report. // We will want to get the support request letters out to firms within the next month.

**Website:** Alicia Hunt – No report.

**Parliamentarian:** Carol Paige – Kathy Eidenmiller, Tina Scully, and I will work on re-vamping the ByLaws and Standing Rules due to the dissolution of NLPA however; we will probably not work on this until after the first of the year.

**Media:** Vickie Starr – No report.

**Audit:** Kathy Eidenmiller and Sheila Anderson – No report.

**Nominations and Elections:** Beth Christ – No report.

**Next Board Meeting:** January 23, 2019, at The Mill Coffee @ Telegraph, 6:00 p.m.

**Adjournment:** At 6:42 p.m., the meeting was adjourned.

On November 25, 2019 Rae Wulf Schmidt moved via email to approve the November 21, 2019 Board Meeting Minutes, Alicia Hunt seconded the motion; motion carried on November 26, 2019.

Alicia Hunt, Standing Secretary



**LINCOLN LEGAL  
PROFESSIONALS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
January 23, 2020**

The regular Board Meeting of Lincoln Legal Professionals Association was held on January 23, 2020 at The Mill Coffee at Telegraph, with the following members present: Rae Wulf Schmidt, Alicia Hunt, Kathy Eidenmiller, Morgan Myers, Sheila Anderson, and Debra Lundberg.

Rae Wulf Schmidt called the meeting to order at 6:05 p.m.

**Approval of the November 21, 2019 minutes:**

The November meeting minutes were approved via email.

**Pending Business:**

**LLPA Bylaw & Standing Rule Changes:**  
(TABLED UNTIL NLPA DISBANDMENT)

**Lunch & Learn Event Form finalization:** Rae Wulf Schmidt presented the form to the Board. The Board discussed some revisions and Rae Wulf Schmidt will revise the form accordingly and put it into publication.

**New Business:**

**LincolNotes revision:** After extensive discussion, the board decided against continuing to issue a monthly newsletter, in order to streamline communication with members regarding events, meetings, interesting articles, birthdays, etc. Board

meeting minutes will be available each month online, rather than published monthly in a newsletter, a link to which will be included in the monthly board meeting invitation sent out to the membership. A quarterly newsletter will be issued by the newly named Program & Publications committee/chairperson, who will be issuing the newsletter and other event emails to the membership. See further details in the "Program Chair position necessity" report.

**Program Chair position necessity:**

Discussion was had on the Program Chair position. The Board agreed to revise the position to Program & Publications Chair. This position will be in charge of communicating with members hosting the monthly meetings, creating flyers/publications and will also absorb the LincolNotes committee position to include quarterly publication of a newsletter and articles.

**Scholarship Chair position open:** The current Chair resigned. Sheila Anderson will serve as Interim Scholarship Chair.

**Scholarship change with dissolution of NLPA:**

Discussion was had on the 2021-2022 LLPA scholarship. LLPA would offer two scholarships – one to a current student and one to a member of LLPA for continued education. Rae Wulf Schmidt motioned for one scholarship for current students and one scholarship for members of LLPA for 2021-2022 and forward. Kathy Eidenmiller seconded. The motion carried. Details to be worked out before the 2021 scholarship season. The Board would like to make it clear that the 2020-2021 scholarship funds raised will be used strictly for a scholarship for current/new students, as advertised by the raffle and the letter writing campaign in 2019, so that donations from individuals and groups are

being used for the purpose they were originally intended, and not misappropriated for a new/different scholarship program.

### **Scholarship Letter Writing Campaign 2020:**

*Discussion:* Discussion was had on this year's letter and raffle campaign. LLPA sent out 14 letters and received \$1,000 in donations. The LLPA raffle received \$328.00. The Board discussed a summer and winter campaign. Our sponsor list could be added to the website, quarterly newsletter and Awards Night program. Details to be worked out.

### **Reports:**

**Vice President:** Morgan Myers. *Report:* Remaining membership budget: \$1,066.46

**Treasurer:** Alicia Hunt. Alicia presented her Financial Reports for December 2019 and January 2020. The same is subject to audit.

**Chapter Representative:** (Rae Wulf Schmidt - Interim). No report.

**Program:** Position to be changed to Program & Publications. See above reports in "New Business".

**Service and Charitable:** Kathy Eidenmiller. *Report:* In January, we have one last volunteer in training with CASA of Lancaster County. We wish Deb Wilson all the best and will announce the swearing in date and time once it is confirmed so that LLPA members wishing to show support of her achievement can attend.

Going forward into 2020, we are exploring several opportunities to serve, which I'm excited to tell you about! So far, we have:

- UNL College of Law Trial Advocacy Class – Witnesses needed (April 4 and April 19)
- UNL College of Law Pre-Litigation Class – Deponents needed (Week of April 7 and April 14)
- Habitat for Humanity's Women's Build (entire month of May!)
- Flood Clean Up/Recovery efforts in the Fremont area (Spring)
- Relay for Life (June 27)
- Department of Veterans Affairs (July and/or November)

Please feel free to forward any suggestions/connections you may have to me; I will explore them.

*Discussion:* There has also been some interest in sending Valentine's Day cards to a nursing home or kid's hospital. Kathy is working on something for March. Kathy should have more information on the Women's Build and Department of Veterans Affairs events soon.

**Fundraising:** Beth Christ. No report.

**Awards:** Tina Scully. *Report:* I have reached out to Windsor Stable to reserve April 9<sup>th</sup>. This is Holy Thursday and Lincoln Bar Association's Annual Business Meeting which we have experienced a lower turnout in the past. Do we want to change the date? If so, what other date are we looking at? I have a conflict with the following Thursday, April 16<sup>th</sup> that I cannot get out of, but not that I am the sole person for this event, but if I am helping organize the event I would feel bad I was not there to help. Is there any reason why we can't do it either Tuesday the 7<sup>th</sup> or Wednesday the 8<sup>th</sup>? I know we try and keep it the same date as our general meeting, but that doesn't always work.

*Discussion:* The Board agrees the date needs to be moved. Rae Wulf Schmidt will

confirm with Tina that April 23<sup>rd</sup> would be available. If so, the April Board Meeting will move to April 30.

**Legal Professional of the Year:** Shannon Draper. No report.

**Boss of the Year:** Diane Henninger. *Report:* Yesterday (1/22), I mailed and emailed letters to Judge Cheuvront, Judge Kulwicki (Ct. Referee), and Kathryn Bellman. Today (1/23) Kathryn Bellman responded that she will participate again. I will work on a flyer and Nomination form for the submission for February LincolNotes (by Monday to Lori). Deadline is March 1<sup>st</sup>. I can send reminder emails to the LLPA members to submit their bosses, etc.; and send thank you letters afterwards.

**LincolNotes:** Lori McGowan. *Report:* Lori needs the information for the notes by the Monday following the board meeting.

**Scholarship:** (Sheila Anderson - Interim). No report. *Discussion:* The Board discussed the 2020-2021 LLPA scholarship amount. Alicia Hunt presented the Financial Reports. Kathy Eidenmiller motioned for the 2020-2021 LLPA scholarship to be in the amount of \$1,500. Alicia Hunt seconded. The motion carried.

**Website:** Alicia Hunt. *Report:* If you have any pictures from the Holiday party, please get them to me so I can put them on the website.

**Parliamentarian:** Carol Paige. *Previous Report:* Kathy Eidenmiller, Tiny Scully and I will work on revamping the Bylaws and Standing Rules due to the dissolution of NLPA. However, we will probably not work on this until after the first of the year.

**Media:** Vickie Starr. No report.

**Audit:** Kathy Eidenmiller and Sheila Anderson. No report.

**Nominations and Elections:** Beth Christ. No report.

**Next Board Meeting:** February 20, 2020, at The Mill Coffee at Telegraph, 6:00 p.m.

**Adjournment:** At 7:23 p.m., the meeting was adjourned.

Debra Lundberg, Secretary



**LINCOLN LEGAL PROFESSIONALS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
February 27, 2020**

The regular Board Meeting of Lincoln Legal Professionals Association was held on February 27, 2020, at The Mill Coffee at Telegraph, with the following members present: Rae Wulf Schmidt, Alicia Hunt, Kathy Eidenmiller, Tina Scully, and Debra Lundberg.

Rae Wulf Schmidt called the meeting to order at 6:11 p.m.

**Approval of the January 23, 2020, minutes:** The January meeting minutes were approved via email.

**Pending Business:**

**LLPA Bylaw & Standing Rule changes:** (TABLED UNTIL 09/2020) *Discussion:* The committee is going to get together to discuss changes. They invite the board to forward any comments or suggestions.

**Scholarship changes/Letter writing campaign:** (TABLED)

**LincolNotes revision:** Rae Wulf Schmidt presented her proposed quarterly newsletter to the board for discussion. The board made some revisions and approved moving forward with a final draft to be presented at the March board meeting.

**Lunch & Learn Event Form finalization:** Rae Wulf Schmidt presented the revised form to the Board. The Program & Publications Chair will send the form out to program teams three months before their designated month. Rae made a motion to approve the form, seconded by Alicia Hunt. The motion is carried.

**New Business:**

**Membership event ideas:** (TABLED) The board invites members to forward any ideas.

**Awards Night:** Awards Night will be held at Windsor Stables on Tuesday, April 28, 2020. Tina will meet with Windsor Stables to discuss menu. She anticipates \$30 per plate. Diane Henninger sent out the Boss of the Year flyer in an email to the membership. Social hour will begin at 5:30, dinner at 6:00. Tina will also be brainstorming a raffle drawing to add to the night.

**Minutes formatting:** Rae Wulf Schmidt questioned the need for the minutes to be in a two-column format since they are going to be published on the website and not in the quarterly newsletter. The board agreed there was no need. The minutes will be in single column format, to be published on the website immediately following approval each month.

**Elections adjustment:** The deadline for nominations was extended to February 28. Tina Scully made a motion to ratify the adjusted deadline to meet the criteria of getting the slate of officers out, seconded by Kathy Eidenmiller. The motion is carried. Nominees will be notified by March 2. They will have 48 hours to accept or deny. The slate of officers will be presented to the membership on March 5.

**Reports:**

**Vice President:** Morgan Myers. *Report:* Remaining membership budget: \$1,066.46

**Treasurer:** Alicia Hunt. Alicia presented her Financial Reports for January 23, 2020 – February 27, 2020. The same is subject to audit.

**Chapter Representative:** (Rae Wulf Schmidt - Interim). No report.

**Program & Publications:** Rae Wulf Schmidt. *Report:* Event form does not need to be emailed to the March, April, and May L&L hosts, as there are none. A rough draft of the updated newsletter will be presented at the board meeting.

**Service and Charitable:** Kathy Eidenmiller. *Report:* See ATTACHMENT 1.

**Fundraising:** Beth Christ. No report.

**Awards:** Tina Scully. No report. See New Business.

**Legal Professional of the Year:** Shannon Draper. *Report:* I can report that I have lined up two of the three judges for the Legal Professional of the Year. Carole McMahon-Boies and Tasha Everman have both agreed to judge again this year. I am still waiting to hear back from Dr. John Anderson (UNL), who was also a judge last year. I gave him until Friday to let me know. If I don't hear from him, or if he declines, I have a couple other options in mind so will hopefully get a third judge lined up soon. Also, on Thursday (2/20) I sent out emails/letters to the attorneys/bosses, soliciting nominations for this year's Legal Professional. I was a little late in getting these out but gave a submission deadline of March 9. Hope to get some great nominations again this year.

**Boss of the Year:** Diane Henninger. *Report:* The BOTY Flyer was included in the most recent newsletter. Judge Kulwicki is unable to participate in judging BOTY applications; I have contacted Mr. Greg Harris of Quantum to see if he would be interested and asked that he respond by tomorrow (2/26). I have a couple of other names but if anyone has a suggestion, I would be open to that.

**LincolNotes (Final):** Lori McGowan. *Report:* Lori needs the information for the notes by the Monday following the board meeting.

**Scholarship:** (Sheila Anderson - Interim). *Report:* The Scholarship Announcement (\$1,500.00 offer) went out to regional area high schools and colleges this month. I issued a call for formation of a short-term Scholarship Committee and have received three volunteers, Dana Garrett, Nancy Gillett and Michele Walker. Each of the three volunteers have recruited one attorney to serve as our three-member judge panel. We have received three scholarship applications so far. I have sent an email to Jen Wick asking her if she will consider presenting the Scholarship Award if she plans to attend the Awards Banquet. The three judges will be

offered a free meal at the Awards Banquet. (Will we this year offer the judges the traditional \$25.00 contribution to the charity of their choice IF they do not attend the Banquet?)

**Website:** Alicia Hunt. No report.

**Parliamentarian:** Carol Paige. *Previous Report:* Kathy Eidenmiller, Tiny Scully and I will work on revamping the Bylaws and Standing Rules due to the dissolution of NLPA. However, we will probably not work on this until after the first of the year.

**Media:** Vickie Starr. No report.

**Audit:** Kathy Eidenmiller and Sheila Anderson. No report.

**Nominations and Elections:** Beth Christ. *Report:* Call for Nominations are due by 5:00 p.m. on 2/28. Election Meeting will be on 3/12 at Baylor, 7<sup>th</sup> Floor. Food will be provided at no cost. Bring your own drink.

**Next Board Meeting:** March 26, 2020, at Woods Aitken, 12:00 p.m.

**Adjournment:** At 7:18 p.m., the meeting was adjourned.

Debra Lundberg, Secretary

LINCOLN LEGAL PROFESSIONALS ASSOCIATION  
 FINANCIAL REPORT FOR FEBRUARY 2020  
 (Review of January 23, 2020 - February 27, 2020 Financial Activity)

**US Bank - Checking (5410)**

<u>Date</u>	<u>Type</u>	<u>Description</u>	<u>Debits</u>	<u>Credits</u>	<u>Balance</u>
23-Jan		Beginning Balance			\$3,288.73
20-Feb	1214	Windsor Stables - Deposit for Awards Night	\$800.00		\$2,488.73
27-Feb	DEP	Lunch & Learn Deposit - Amigo's \$5/person		\$45.00	\$2,533.73
13-Feb	1213	<b>OUTSTANDING: Lori Chapman - Feb Lunch &amp; Learn Amigo's</b>	<b>\$50.30</b>		\$2,483.43
		Ending Balance			<b><u>\$2,483.43</u></b>

**US Bank - Scholarship Checking**

<u>Date</u>	<u>Description</u>	<u>Debits</u>	<u>Credits</u>	<u>Balance</u>
23-Jan	Beginning Balance			\$2,327.51
	Ending Balance			<b><u>\$2,327.51</u></b>

**US Bank - Savings**

<u>Date</u>	<u>Description</u>	<u>Debits</u>	<u>Credits</u>	<u>Balance</u>
23-Jan	Beginning Balance			\$2,082.56
27-Jan	Interest		\$0.01	\$2,082.57
26-Feb	Interest		\$0.01	\$2,082.58
	Ending Balance			<b><u>\$2,082.58</u></b>

February Lunch & Learn Meeting: loss of \$5.30

Prepared and submitted by:



Alicia Hunt, LLPA Treasurer

Date: 2/27/2020

**MOVING OR CHANGING JOBS?**

Please remember to notify the LLPA Vice President, Morgan Myers, of any changes in your contact information (work or home address, phone numbers, or email.) Thank you!!

**ATTACHMENT 1**  
**SERVICE & CHARITABLE REPORT**  
**KATHY EIDENMILLER, CHAIR**  
**FEBRUARY 27, 2020**

Our February opportunity was in support of the Lunch & Learn on February 13<sup>th</sup> in which we created Valentines to be delivered to a local nursing home. The event was well attended by members who produced some very creative cards and messages for our elderly friends to receive! This may be a yearly tradition since so many enjoyed the mojo of it!

Going forward, we are exploring events such as

- Flood Clean Up/Recovery efforts in the Fremont area (March). Our contact person is Doug Smith and I will be checking in with him to see if there is anything organized efforts that we can help with regarding last year's flooding as well as the very recent flooding in the area.

**Watch for Announcements!**

- UNL College of Law - Civil Clinic Support (Steven J. Schmidt, Associate Professor of Law). We need as many as 30 LLPA Volunteers to be trial witnesses on the following weekends:

Saturday, April 4 (1-1 ½ hours) for Witness Interviews at the Clinic area of UNL College of Law

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Sunday, April 19 (morning or afternoon) for Witness Testimony at Final Trials at the Lancaster County Courthouse.

Feel free to invite friends and/or family if you know anyone that would be interested since they need so many people. Note: This is very similar to what we did last year for the Mock Trial Competition. Also, in the future, there may be a stipend for your time commitment but, for now, it's enough to know that it is an invaluable experience for the students and past witnesses have really enjoyed participating.

**Deadline to sign up is March 13!**

- UNL College of Law Pre-Litigation Law Class (Adjunct Professors Svane, Ruser, Schmidt, and Gutman). LLPA Volunteers needed as Deposition Witnesses for UNL Pre-Litigation Law Class on the following weekdays:

Tuesday, April 7 @ 5:30-8:00 pm

Wednesday, April 8 @ 3-5:30 pm

Thursday, April 9 @ 3-5:30 pm and 6-8:30 pm

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Tuesday, April 14 @ 5:30-8:00 pm

Wednesday, April 15 @ 3-5:30 pm

Thursday, April 16 @ 3-5:30 pm and @ 6-8:30 pm

All depositions are at UNL College of Law, Room 121. This could be a couple of volunteers covering all the slots or 8 volunteers each covering a single slot. It shouldn't be quite as involved as the Trial Witnesses but is just as important and fun!

**Deadline to sign up is March 30!**

- Habitat for Humanity Lincoln – Women Build  
We need **10** LLPA Volunteers to make a TEAM for the 2020 Women’s Build coming in May at various locations in Lincoln! I believe I will be able to announce very soon that we have a Sponsor to pay for our TEAM’s registration! Let’s go TEAM!!Also, I signed up to attend the Women Build Kick-Off on March 7<sup>th</sup> from 9-11:00 am at 4615 Orchard – feel free to join me if you have time: <https://lincolnhabitat.org/get-involved/women-build.html/event-form/registration-form/45391/tickets>  
**Deadline to sign up is April 10!**

LINCOLN LEGAL PROFESSIONALS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
**March 26, 2020**

The regular Board Meeting of Lincoln Legal Professionals Association was held on March 26, 2020, via GoToMeeting Videoconference, with the following members present: Rae Wulf Schmidt, Alicia Hunt, Kathy Eidenmiller, Tina Scully, Morgan Myers, Carol Paige, Beth Christ, Sheila Anderson, and Debra Lundberg.

Rae Wulf Schmidt called the meeting to order at 12:04 p.m.

**Approval of the February 27, 2020, minutes:** The February meeting minutes were approved via email.

**Pending Business:**

**LLPA Bylaw & Standing Rule changes:** (TABLED UNTIL 09/2020) *Discussion:* The committee is going to get together to discuss changes. They invite the board to forward any comments or suggestions.

**Scholarship changes/Letter writing campaign:** (TABLED) *Discussion:* This would be easier to discuss in person. The board is brainstorming better ways for fundraising.

**LincolNotes revision:** *See Program & Publications Report.*

**New Business:**

**Membership event ideas:** (TABLED) *Discussion:* The board invites members to brainstorm ideas for throughout the year. The May membership event may be postponed. We could do an event in September.

**Awards Night postponement:** *Report:* Tina Scully. The date in May now does not look possible either. We can book any date through November to keep our \$800 deposit. *Discussion:* Tina will confirm with Windsor Stables for July 9 or July 23. Carol Paige made a motion to install the newly elected officers to take over on April 1, seconded by Rae Wulf Schimdt. The motion is carried. Rae will get the information to the new board members and work on committee chairs. Sheila Anderson will notify the judges of the scholarship that they have 10 applications to review. A winner will be selected, their school will be notified, and we can present them with an award at the rescheduled Awards Night. Tina will contact the other members of the Awards Night committee (Legal Professional of the Year and Boss of the Year) that they can extend their deadlines for nominations and resend their requests for the same.

**Audit deadline:** *Discussion:* Alicia Hunt will send the information to Kathy Eidenmiller electronically for her and Sheila Anderson's review. They will try to get back to us by Tuesday, March 31. They will let the board know if we need to extend the deadline.

## **Reports:**

**Vice President:** Morgan Myers. *Report:* Remaining membership budget: \$1,066.46

**Treasurer:** Alicia Hunt. Alicia presented her Financial Reports for February 28, 2020 – March 26, 2020. The same is subject to audit.

**Chapter Representative:** (Rae Wulf Schmidt - Interim). No report.

**Program & Publications:** Rae Wulf Schmidt. *Report:* Event form does not need to be emailed to the March, April, and May L&L hosts, as there are none. A draft of the updated newsletter was presented at the board meeting in February. Once we establish new Awards Night information, I will send out the final draft via email to the board for approval.

**Service & Charitable:** Kathy Eidenmiller. *Report:* All Service & Charitable activities are suspended until further notice.

**Fundraising:** Beth Christ. No report.

**Awards:** Tina Scully. *Report:* Oral report to be presented at meeting. *See New Business.*

**Legal Professional of the Year:** Shannon Draper. *Report:* There are 8 nominees up for the Legal Professional of the Year Award (there were originally 9, but one withdrew herself because she has been a fairly recent past winner). The nomination letters and personal data sheets were sent to the three Judges yesterday with a deadline of April 7 to return their selections to me. *See New Business.*

**Boss of the Year:** Diane Henninger. *Report:* I have not received any nominations for BOTY so far. I know a reminder was sent out recently; I had extended the deadline to 3/16. *See New Business.*

**Scholarship:** (Sheila Anderson - Interim). *Report:* I am just about to send the scholarship applications to our judges but have been holding off in order to find out if we are adjusting the actual Awards event so that I may be up-to-date in what I communicate to them. *See New Business.*

**Website:** Alicia Hunt. No report.

**Parliamentarian:** Carol Paige. *Previous Report:* Kathy Eidenmiller, Tiny Scully and I will work on revamping the Bylaws and Standing Rules due to the dissolution of NLPA. However, we will probably not work on this until after the first of the year. *See Pending Business.*

**Media:** Vickie Starr. No report.

**Audit:** Kathy Eidenmiller and Sheila Anderson. No report. *See New Business.*

**Nominations and Elections:** Beth Christ. No report.

**Next Board Meeting:** April 23, 2020, at Woods Aitken (Tentatively via videoconference), 12:00 p.m.

**Adjournment:** At 12:30 p.m., the meeting was adjourned.

Debra Lundberg, Secretary

LINCOLN LEGAL PROFESSIONALS ASSOCIATION  
 FINANCIAL REPORT FOR MARCH 2020  
 (Review of February 28, 2020 - March 26, 2020 Financial Activity)

**US Bank - Checking (5410)**

<u>Date</u>	<u>Type</u>	<u>Description</u>	<u>Debits</u>	<u>Credits</u>	<u>Balance</u>
28-Feb		Beginning Balance			\$2,533.73
17-Mar	1213	Lori Chapman - Feb Lunch & Learn Amigo's	\$50.30		\$2,483.43
		Ending Balance			<b><u>\$2,483.43</u></b>

**US Bank - Scholarship Checking**

<u>Date</u>	<u>Description</u>	<u>Debits</u>	<u>Credits</u>	<u>Balance</u>
28-Feb	Beginning Balance			\$2,327.51
	Ending Balance			<b><u>\$2,327.51</u></b>

**US Bank - Savings**

<u>Date</u>	<u>Description</u>	<u>Debits</u>	<u>Credits</u>	<u>Balance</u>
28-Feb	Beginning Balance			\$2,082.58
24-Mar	Interest		\$0.01	\$2,082.59
	Ending Balance			<b><u>\$2,082.59</u></b>

February Lunch & Learn Meeting: Elections

Prepared and submitted by:



Alicia Hunt, LLPA Treasurer

Date: 3/26/2020

**MOVING OR CHANGING JOBS?**

Please remember to notify the LLPA Vice President, Morgan Myers, of any changes in your contact information (work or home address, phone numbers, or email.) Thank you!!