

LINCOLN LEGAL PROFESSIONALS ASSOCIATION BOARD MEETING
Minutes of April 26, 2018

The regular Board Meeting of Lincoln Legal Professionals Association was held on April 26, 2018, at Baylor Evnen with the following board members present: Tina Scully, Mary Douglas, Sandie Smith, Brooke Vass, Carol Paige, Alicia Hunt, Morgan Myers, Jennifer Hague, and Rae Wulf Schmidt.

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

Approval of Minutes:

The minutes from the March meeting had previously been approved via e-mail vote and will be printed in the LincolNotes.

Treasurer's Report:

The March financial report was reviewed and approved, and will be filed, subject to audit.

There were no expenses submitted for reimbursement.

Officer Reports:

Vice President: Morgan Myers reported we have 22 members. Renewal of memberships will be delinquent June 1, 2018.

Chapter Representative: Sandie Smith reported that the NLPA convention will be in Omaha on April 27, 28, and 29, 2018. Sandie will request \$225 from NLPA to apply to our membership drive.

Committee Reports:

Program: Rae Wulf Schmidt would like to change the duties of the Program Chair to monitor the upcoming monthly meetings and work with the firms responsible for the place, speaker and lunch to make sure they are ready and in the newsletter. This position will no longer take care of ordering lunch for board meetings.

Charitable: Rae Wulf Schmidt indicated that she would like this position to change to Service/Charitable Committee. She would like to do some service projects in the community this year.

Fundraising: Rae Wulf Schmidt indicated that Brooke Vass will serve on this committee, but the chair position is still open.

Bosses' Night: Lori Dymek was not present but submitted a Committee Report. There were 81 reservations (79 paid and 3 guests; 1 scholarship judge and 2 for scholarship winners). LLPA paid for 3 guest reservations. The cost per reservation was \$30 at Windsor Stables. Windsor Stables required the invoice be paid before the banquet and it was paid by LLPA's Treasurer April 5th. We are still waiting for the receipt for one of the judge's gift cards before all expenses are paid for this event. Tina Scully has agreed to chair the Bosses Night Committee for 2019. The board agreed to combine the Legal Professional of the Year, Boss of the Year and Bosses

Night into one committee (the Awards Committee), subject to review of By-Laws and Standing Rules.

Legal Professional of the Year: Vickie Starr. No Report.

Boss of the Year: Robin Neumeier. No Report

Courtesy: Rae Wulf Schmidt indicated that the Secretary will now handle sending out thank you and other cards.

LincolNotes: The next LincolNotes deadline to get info to Lori McGowan is May 18, 2018.

Scholarship: The winner was announced at Bosses Night. Sheila Anderson was not there but sent the message that she would be willing to chair or co-chair this position for the 2018 – 2019 term.

Nominations/Elections: Beth Christ. No report.

Website: Alicia Hunt reported that pictures from Bosses Night are on the website. It was suggested that we take the Vendors & Vino fundraising information off the website.

Media: Rae Wulf Schmidt indicated she hoped Vickie Starr would remain in this position.

Facebook: Heather Leuschen is out of town. Rae Wulf Schmidt will communicate with her to see if she will remain on as chair for this position.

Parliamentarian/Bylaws: Carol Paige indicated that with some of the changes being suggested for the board positions and duties, there may be some By-Law and Standing Rules changes, and some may require a vote of the Board or membership. She will look into this and let the Board know.

Audit: Kathy Eidenmiller and Sheila Anderson submitted an Audit Report indicating no discrepancies were found in the 2017-2018 financial records.

Special Orders:

None.

Unfinished Business:

Discussion was held about the Membership Meet and Greet scheduled for May 10, 2018. Place, time and speaker has been arranged. Morgan Myers is working on the invitation and the food arrangements. Rae Wulf Schmidt will make sure it gets on Facebook.

New Business:

Rae Wulf Schmidt reported that she is setting up a Google Docs Drive to hold newsletters, flyers, promotions, minutes, and other organizational items. This will be able to be accessed by multiple people.

There was discussion about leftover LLPA and NLPA membership pins that were found. A decision was not made as to how to utilize them.

Next Board Meeting:

The next board meeting will be May 24, 2018, at Woods & Aitken.

Adjournment:

At 1:07 p.m., the meeting was adjourned.

Mary Douglas, Acting Secretary

LINCOLN LEGAL PROFESSIONALS ASSOCIATION
BOARD OF DIRECTORS MEETING
May 24, 2018

The regular Board Meeting of Lincoln Legal Professionals Association was held on May 24, 2018, at Woods & Aitken with the following members present: Debra Lundberg, Sandie Smith, Carol Paige, Morgan Myers, Tina Scully, Alicia Hunt, Rae Wulf Schmidt, Kathy Eidenmiller, and Sheila Anderson.

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

Approval of the April 26, 2018 Minutes:

The minutes from the April meeting were approved on motion by Tina Scully and seconded by Sandie Smith. They will be printed in the June LincolNotes.

Treasurer's Report: Alicia Hunt

The April financial report was reviewed and approved, and will be filed, subject to audit. There were no expenses submitted for reimbursement.

Officer Reports:

Vice President: Morgan Myers reported we have 37 paid members, and that we were \$32.84 under budget for the April Meet & Greet event.

Chapter Representative: Sandie Smith attended the NLPA Convention in Omaha on April 27, 2018, and April 29, 2018. Sandie reported that the new NLPA officers are as follows: President, Valentina Harris; Vice President, Sheila Anderson; Secretary, Teresa Hartwig; Treasurer, Alicia Hunt; Parliamentarian, Jody Weinmeister. Sandie reported that Valentina Harris proposed we purchase equipment to record general meetings to broadcast to members at large. Discussion was tabled for the June NLPA board meeting so that board members could ask their chapters. The Fall Seminar is tentatively set for October 13 and will be hosted by OLPA.

Committee Reports:

Program: **** Chair Position Available****

Service and Charitable: **** Chair and Committee Positions Available**** Rae Wulf Schmidt indicated she will send out an email to members she has in mind to serve this position.

Fundraising: Brooke Vass was not present. **** Chair and Committee Positions Available****

Awards: Tina Scully. No report.

LincolnNotes: Lori McGowan was not present.

Scholarship: Sheila Anderson will chair this committee unless/until someone else would like to do it. There was discussion about creating a scholarship committee to assist during the busy January to April months.

Website: Alicia Hunt reported that the new LLPA board member pictures were on the website.

Parliamentarian/Bylaws: Carol Paige. No report. There was discussion to put limitations on the frequency nominees can be awarded Boss of the Year and Legal Professional of the Year.

Media: Vickie Starr was not present.

Audit Committee: No report.

Nominations & Elections: Beth Christ was not present.

Unfinished Business:

Carol Paige will review the By-Laws and Standing Rules for the suggested changes to board positions and duties. Carol asked Kathy Eidenmiller to help her and Kathy accepted.

New Business:

Each board member was asked to brainstorm on service project and group volunteer ideas.

There was discussion to do a second Meet & Greet with more emphasis on what LLPA is. We will offer a pro-rated/discounted rate on membership dues for new members who sign up at the second Meet & Greet.

It was decided that executive members will create professional publications for anything published by LLPA. Any and all publications must be approved by the executive board before being published.

There was discussion on connecting with the Lincoln Bar Association and Nebraska Bar Association for networking purposes. Rae Wulf Schmidt will look into reaching out to the Lincoln Bar Association to possibly speak at one of their functions about LLPA and generate interest.

Next Board Meeting: June 28, 2018, at ChezSoDo Restaurant, 12:00 p.m.

Adjournment: At 1:10 p.m., the meeting was adjourned.

Debra Lundberg, Secretary

LINCOLN LEGAL PROFESSIONALS ASSOCIATION
BOARD OF DIRECTORS MEETING
June 28, 2018

The regular Board Meeting of Lincoln Legal Professionals Association was held on June 28, 2018, at ChezSoDo with the following board members present: Morgan Myers, Debra Lundberg, Alicia Hunt, Sandie Smith, Carol Paige, Kathy Eidenmiller, Brooke Vass, and Beth Christ.

Morgan Myers called the meeting to order at 12:09 p.m.

Approval of Minutes:

The minutes from the May meeting were approved on motion by Alicia Hunt and seconded by Carol Paige. They will be printed in the LincolNotes.

Treasurer's Report: Alicia Hunt

The May financial report was reviewed and approved, and will be filed, subject to audit. There are no expenses submitted for reimbursement.

Officer Reports:

Vice President: Morgan Myers reported we have 41 paid members.

Chapter Representative: Sandie Smith attended the NLPA June general meeting on June 9, 2018, where they approved the budget for the upcoming year. Sandie reported we have 81 members at this time. Sandie reported that NLPA President, Valentina Harris, presented the proposed audio and video equipment to the group and they were still undecided. The Annual Convention will be hosted by LLPA on April 26-28, 2019.

Committee Reports:

Program: * Chair Position Available*****

Service and Charitable: Kathy Eidenmiller. Kathy presented ideas for service projects that could be done monthly, on weekends or in the evenings. Some of her ideas include Legislative Court Watch, Law Day events, job shadowing, Harvest of Books, a blood drive, a toy or clothing drive, and working with the UNL College of Law.

Fundraising: Brooke Vass. Brooke will be researching a central location for this year's fundraiser. The board was asked to brainstorm ideas for a raffle. It was also discussed to do UNL game concessions.

Awards: Tina Scully was not present. No report.

LincolNotes: Lori McGowan. No report.

Scholarship: Sheila Anderson was not present. No report.

Website: Alicia Hunt. No report.

Parliamentarian/Bylaws: Carol Paige. No report.

Media: Vickie Starr was not present. No report.

Audit Committee: Kathy Eidenmiller & Sheila Anderson. No report.

Nominations/Elections: Beth Christ. No report.

Unfinished Business:

- New and removed committees. This topic was tabled until the next board meeting.
- NLPA recordings. Sandie Smith and Alicia Hunt reported that State would allot \$1500 to each chapter to purchase the equipment and had discussed subscriptions to the videos. The LLPA board members discussed the possibility of podcasts but did not like the idea of members paying to watch the videos.
- Volunteer event ideas. Debra Lundberg presented the information she had gathered on the Lincoln Parks & Recreation Adopt-a-Park and Adopt-a-Trail. Kathy Eidenmiller reported on volunteer ideas she had researched for the Service and Charitable Committee.

New Business:

- Fundraising. This topic was tabled with board members to brainstorm ideas.
- Flyers for open positions. This topic was tabled.

Next Board Meeting: July 26, 2018 at Nebraska Workers' Compensation Court, 12:00 p.m.

Adjournment:

At 1:02 p.m., the meeting was adjourned.

Debra Lundberg, Secretary

LINCOLN LEGAL PROFESSIONALS ASSOCIATION
BOARD OF DIRECTORS MEETING
July 26, 2018

The regular Board Meeting of Lincoln Legal Professionals Association was held on July 26, 2018, at the Nebraska Workers' Compensation Court with the following members present: Rae Wulf Schmidt, Morgan Myers, Debra Lundberg, Sandie Smith, Carol Paige, Tina Scully, Mary Douglas, Brooke Vass and Lori McGowan.

Rae Wulf Schmidt called the meeting to order at 12:03 p.m.

Approval of the June 28, 2018 Minutes:

The minutes from the June meeting were approved on motion by Carol Paige. They will be printed in the LincolNotes.

Treasurer's Report: Alicia Hunt

Alicia Hunt was not present. The June financial report was reviewed and approved, and will be filed, subject to audit. There are no expenses submitted for reimbursement.

Officer Reports:

Vice President: Morgan Myers reported she would be reaching out to Legal Aid to try to connect our organizations.

Chapter Representative: Sandie Smith. No report.

Committee Reports:

Program: Mary Douglas. Mary reports that the speaker for the September General Meeting will be Melissa Ripley of Second Chance Pups.

Service and Charitable: Kathy Eidenmiller. Not present.

Fundraising: Beth Christ and Brooke Vass. No report.

Awards: Tina Scully. Tina reports that she has contacted Windsor Stables for Boss' Night and has a hold on the venue for April 11. The board discussed other options for the venue and Tina will look into them.

LincolNotes: Lori McGowan. No report.

Scholarship: Sheila Anderson. Not present.

Website: Alicia Hunt. Not present.

Parliamentarian/Bylaws: Carol Paige. No report.

Media: Vickie Starr. Not present.

Audit Committee: Kathy Eidenmiller and Sheila Anderson. Not present.

Nominations & Elections: Beth Christ. No report.

Unfinished Business:

- Volunteer Event. The board discussed Kathy Eidenmiller's ideas from the June meeting. Tina Scully presented the idea of a Storybook/Fairy Tale Mock Trial.
- Fundraising Event. This topic was tabled until the next board meeting.

New Business:

- Second Membership Drive. This topic was tabled until the next board meeting.

Next Board Meeting: August 23, 2018, at Rembolt Ludtke, 12:00 p.m.

Adjournment: At 12:46 p.m., the meeting was adjourned.

Debra Lundberg, Secretary

LINCOLN LEGAL PROFESSIONALS ASSOCIATION
BOARD OF DIRECTORS MEETING
August 23, 2018

The regular Board Meeting of Lincoln Legal Professionals Association was held on August 23, 2018, at Rembolt Ludtke, LLP with the following members present: Rae Wulf Schmidt, Alicia Hunt, Mary Douglas, Carol Paige, and Debra Lundberg.

Rae Wulf Schmidt called the meeting to order at 12:08 p.m.

Approval of the July 26, 2018 Minutes:

The minutes from the July meeting were approved via email. They will be printed in the LincolNotes.

Treasurer's Report: Alicia Hunt

The July financial report will be approved at the September Board Meeting.

Officer Reports:

Vice President: Morgan Myers. Not present.

Chapter Representative: Sandie Smith. Not present.

Committee Reports:

Program: Mary Douglas. Mary reports that the September General Meeting is set. The meeting will be held at the Lincoln Community Foundation building and lunch will be Goodcents. Brooke Vass will take RSVPs. Rae Wulf Schmidt also gave Mary Douglas the LLPA cards to distribute thank you notes to members hosting each general meeting to send to speakers each month.

Service and Charitable: Kathy Eidenmiller. Not present.

Fundraising: Beth Christ and Brooke Vass. Not present. Rae Wulf Schmidt did report that Beth Christ did send her an email with some fundraising ideas including coin wars or dollar wars and a donation day at a local restaurant. The board discussed the suggestions and decided on a raffle with a large prize like football or volleyball tickets and a large basket from vendors. Rae Wulf Schmidt will send out an email to members asking for contributions to the fundraiser donations.

Awards: Tina Scully. Not present.

LincolNotes: Lori McGowan. Not present.

Scholarship: Sheila Anderson. Not present.

Website: Alicia Hunt. No report.

Parliamentarian/Bylaws: Carol Paige. No report.

Media: Vickie Starr. Not present.

Audit Committee: Kathy Eidenmiller and Sheila Anderson. Not present.

Nominations & Elections: Beth Christ. Not present.

Unfinished Business:

- Volunteer Event. This topic was tabled until the next board meeting.
- Fundraising Event. The board approved the idea for a raffle.

New Business:

- Convention. The board discussed the need for a location, theme, speakers and a committee. The theme will be “Earth, Wind & Fire”. Alicia Hunt was to look into holding convention at the Lincoln Community Foundation building and a connection to a possible fireman or firewoman to speak. Mary Douglas was to check with her connection with someone who works with wind energy. Debra Lundberg was to look into a place to have the dinner and social hour on Saturday and a connection for someone who could speak on earth matters.

Next Board Meeting: September 27, 2018, at ChezSoDo, 12:00 p.m.

Adjournment: At 1:06 p.m., the meeting was adjourned.

Debra Lundberg, Secretary

LINCOLN LEGAL PROFESSIONALS ASSOCIATION
BOARD OF DIRECTORS MEETING
September 27, 2018

The regular Board Meeting of Lincoln Legal Professionals Association was held on September 27, 2018, at ChezSoDo Restaurant with the following members present: Rae Wulf Schmidt, Alicia Hunt, Mary Douglas, Carol Paige, Debra Lundberg, Tina Scully, Brooke Vass, Beth Christ, Kathy Eidenmiller, and Vickie Starr.

Rae Wulf Schmidt called the meeting to order at 12:09 p.m.

Approval of the August 23, 2018 Minutes:

The minutes from the August board meeting were approved via email. They will be printed in the LincolNotes.

Treasurer's Report: Alicia Hunt

The August Financial Report was approved on motion by Carol Paige. They will be printed in the LincolNotes. Alicia reports that we now have 43 members.

Officer Reports:

Vice President: Morgan Myers. Not present.

Chapter Representative: Sandie Smith. Not present.

Committee Reports:

Program: Mary Douglas. Mary reports that the October general meeting will be held at Woods & Aitken with a sack/box lunch for \$5 on October 11. The speaker will be an Investigator with the Metro Fugitive Task Force. Alicia Hunt will prepare the informational flyer.

Service and Charitable: Kathy Eidenmiller and Debra Lundberg. Debra was added to this committee. No report.

Fundraising: Beth Christ and Brooke Vass. Brooke handed out the raffle tickets to be delivered to members. All raffle tickets and money are to be turned in at the general meeting or hand-delivered to Brooke.

Awards: Tina Scully. No report.

LincolNotes: Lori McGowan. Not present.

Scholarship: Sheila Anderson. Not present.

Website: Alicia Hunt. No report.

Parliamentarian/Bylaws: Carol Paige. No report.

Media: Vickie Starr. No report.

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

Nominations & Elections: Beth Christ. No report.

Unfinished Business:

- Volunteer Event. This topic is tabled.
- Fundraising Event. The raffle will be drawn at the October 11 general meeting.
- Convention. Several board members volunteered to do more research into speakers and locations. This topic is tabled until the next board meeting.
- Approval of July Financial Report. The report was approved on motion by Carol Paige.

New Business: None.

Next Board Meeting: October 25, 2018, at Baylor Evnen, 12:00 p.m.

Adjournment: At 12:55 p.m., the meeting was adjourned.

Debra Lundberg, Secretary

LINCOLN LEGAL PROFESSIONALS ASSOCIATION
BOARD OF DIRECTORS MEETING
October 25, 2018

The regular Board Meeting of Lincoln Legal Professionals Association was held on October 25, 2018, at Baylor Evnen, LLP with the following members present: Rae Wulf Schmidt, Alicia Hunt, Morgan Myers, Sandie Smith, Mary Douglas, Carol Paige, Debra Lundberg, Tina Scully, Brooke Vass, Beth Christ, and Lori McGowan.

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

Approval of the September 27, 2018 Minutes:

The minutes from the September board meeting were approved via email. They will be printed in the LincolNotes.

Treasurer's Report: Alicia Hunt

The September Financial Report was approved on motion by Carol Paige. It will be printed in the LincolNotes. There are no expenses to submit.

Officer Reports:

Vice President: Morgan Myers. No report.

Chapter Representative: Sandie Smith. Sandie reports on the NLPA Fall Seminar and board meeting held on October 13. She reports that the topics of capping travel expenses for NLPA meetings and having members at large outside of Nebraska were proposed and the board members were asked to take back to their chapters for feedback. The LLPA board discussed a flat rate of reimbursement per meeting for gas of \$30 and members at large could be outside of the state as long as their employers were a Nebraska company, they did not expect teleconferencing or recordings of meetings, their reimbursements were limited and they did not hold positions on the board. Sandie will report back to the NLPA board at their next meeting in January 2019.

Committee Reports:

Program: Mary Douglas. Mary allowed Debra Lundberg to report on the November general meeting as she was part of the November Program Team. Debra reports that the November general meeting will be held at the Lincoln Community Foundation with a soup, sandwich, fruit, cookie, and water lunch for \$7 on November 8. The speaker will be James Zalewski of Olson Zalewski Wynner LLP and the topic will be the Pros and Cons of Employment Discrimination in Nebraska Federal Courts.

Service and Charitable: Kathy Eidenmiller and Debra Lundberg. No report.

Fundraising: Beth Christ and Brooke Vass. Brooke reported that we had a \$402 profit from the scholarship raffle.

Awards: Tina Scully, Vickie Starr, and Robin Neumeier. Tina reports that she is meeting with Vickie and Robin next Monday. Tina reports that she has received information back from Wilderness Ridge but that it might be out of the budget. She has also received a response back from Embassy Suites but has not had a chance to review the same as of yet.

LincolNotes: Lori McGowan. No report.

Scholarship: Sheila Anderson. Not present. The board discussed the need for co-chairs for this committee to look into marketing and new ideas. Alicia Hunt reports that we have received \$400 in letter donations so far.

Website: Alicia Hunt. Alicia reports that she has updated the Lunch and Learn event and the LincolNotes on the website.

Parliamentarian/Bylaws: Carol Paige. No report.

Media: Vickie Starr. Not present.

Audit Committee: Kathy Eidenmiller and Sheila Anderson. Not present.

Nominations & Elections: Beth Christ. No report.

Unfinished Business:

- Convention. This topic is tabled until the next board meeting.

New Business:

- Website. Alicia Hunt reports that the website price will be going up and it was discussed at the NLPA board meeting what to do. Alicia is looking into other domains for the website and it is discussed that we would need to have the ability for members to pay online. Alicia reports that she has sent an email to the Executive Committee and voting members of NLPA to discuss further.
- Holiday Event. The holiday party will be on December 13. The board discussed the possibility of a White Elephant Gift Exchange. Mary Douglas will look into Billy's Restaurant, Tina Scully will look into Baylor Evnen, and Alicia Hunt will look into Alchemy as possible locations. A budget of \$200 was discussed and the possibility of stretching it to \$250. Alicia Hunt will look more into the budget. The members are asked to report back on what they find out about the locations via email or at the next board meeting.

Next Board Meeting: November 29, 2018, at Woods & Aitken, 12:00 p.m.

Adjournment: At 12:59 p.m., the meeting was adjourned.

Debra Lundberg, Secretary

LINCOLN LEGAL PROFESSIONALS ASSOCIATION
BOARD OF DIRECTORS MEETING
November 29, 2018

The regular Board Meeting of Lincoln Legal Professionals Association was held on November 29, 2018, at Woods & Aitken, LLP with the following members present: Morgan Meyers, Alicia Hunt, Carol Paige, Debra Lundberg, Kathy Eidenmiller, and Lori McGowan.

Morgan Meyers called the meeting to order at 12:04 p.m.

Approval of the October 25, 2018 Minutes:

The minutes from the October board meeting were approved on motion by Alicia Hunt. They will be printed in the LincolNotes.

Treasurer's Report: Alicia Hunt

The October Financial Report was approved on motion by Debra Lundberg. They will be printed in the LincolNotes. There are no expenses to submit.

Officer Reports:

Vice President: Morgan Myers. No report.

Chapter Representative: Sandie Smith. Not present.

Committee Reports:

Program: Mary Douglas. Not present.

Service and Charitable: Kathy Eidenmiller. Kathy reports that she has contact Sally at the Legislative Clerk's office on a way to connect with them for the first part of January for a service project. Sally will get back to us. Kathy reports that our charity for 2018 is Legal Aid. Following the fire, insurance is paying for things like their furniture but they are in dire need of office supplies. Board members were asked to go to their firms and ask for any supplies or donations. Kathy will draft an email to send to member's firms.

Fundraising: Beth Christ and Brooke Vass. Not present.

Awards: Tina Scully, Vickie Starr, and Robin Neumeier. Morgan reports on behalf of the awards committee. The committee has booked Windsor Stables as it was the best option for pricing. Morgan reports that Tina will work with the staff to rework the room for a better layout for presentations. The board discussed sending save the date in the January newsletter.

LincolNotes: Lori McGowan. No report.

Scholarship: Sheila Anderson. Not present. Alicia Hunt reports that we have received \$600 total in letter donations so far.

Website: Alicia Hunt. Alicia reports that we have switched to a month-to-month plan on the current website until she can find a new one. There are issues on what websites contain to meet our needs. Alicia reports that we need a website that meets our budget, is user friendly and looks good.

Parliamentarian/Bylaws: Carol Paige. No report.

Media: Vickie Starr. Not present.

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

Nominations & Elections: Beth Christ. Not present.

Unfinished Business:

- Convention. Kathy Eidenmiller reported the options of ChefauChef catering for the Lincoln Community Foundation or booking of Hilton Garden Inn. The board discussed options for food, pricing, and convenience. The board voted and approved the Hilton Garden Inn in the Haymarket for convention.
- Holiday Event. Kathy Eidenmiller presented her suggested menu to the board and it was approved. The board asks other board members to bring a bottle of wine to stock the bar. Debra Lundberg will send an email to the other board members regarding the same.

New Business:

- Lunch & Learn 24-hour cancellation expectations. The board discussed the issue of members RSVPing and not honoring their reservation for lunch. This is an ongoing issue as it costs LLPA money to pay for lunches. The board decided that the 24-hour cancellation policy will stay in place but there will be an exception for bereavement.
- Budget for 2019 fiscal year. This topic is tabled until the next board meeting.

Next Board Meeting: January 24, 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
January 24, 2018

The regular Board Meeting of Lincoln Legal Professionals Association was held on January 24, 2019, at Woods & Aitken, LLP with the following members present: Rae Wulf Schmidt, Morgan Myers, Alicia Hunt, Carol Paige, Debra Lundberg, Kathy Eidenmiller, Tina Scully, Robin Neumeier, Vickie Starr, and Sheila Anderson.

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

Approval of the November 29, 2018 Minutes:

The minutes from the November board meeting were approved via email. They were printed in the January LincolNotes.

Treasurer's Report: Alicia Hunt

The November Financial Report was approved via email and was printed in the January LincolNotes. The December Financial Report was approved on motion by Carol Paige. They will be printed in the LincolNotes.

Tina Scully submits a receipt for the Christmas Party. The board went \$25.04 over budget and will need to approve the same. The expense was approved on motion by Carol Paige.

Officer Reports:

Vice President: Morgan Myers. No report.

Chapter Representative: Sandie Smith. Not present. Rae Wulf Schmidt reports on behalf of Sandie. Sandie attended the NLPA board meeting on January 19 via Google Hangouts due to the weather. The board had a lengthy discussion on capping gas reimbursement for voting members traveling to the meetings. A motion was made and the NLPA Standing Rule 7(k) will be amended to include reimbursement to all voting board members for up to \$100 per person per meeting. The budget for Annual Convention prepared by Alicia Hunt was approved. There were three nominations for NLPA President. The NLPA scholarship information was sent to 25 schools. The NLPA website will switch to Wix and Alicia will work with them to get it set up. Kathy Eidenmiller is to gather opinions on the continuation of a state association. Kathy will report back to the NLPA board during their March meeting.

Committee Reports:

Program: ***Chair Position Available***

Service and Charitable: Kathy Eidenmiller. ****Committee Positions Available**** Kathy reports that the thank you notes for the charitable donation to Legal Aid have gone out. For January, Kathy has an opportunity for us to meet with Senator Anna Wishart and sit in on the public hearing on her priority bill, LB110, on January 25. She sent out an email. For February, we have an opportunity to volunteer as witnesses in the Region 12 Trial Team Competition held at the Nebraska College of Law on February 15-17. She sent out an email with information on signing up. For March/April, Kathy is working on setting us up with VITA (Volunteer Income Tax Assistance). She also has Sam Bates, Outreach Coordinator for Legal Aid, who will be in touch about a clinic where we may assist in preparing simple legal documents. And, our South of Downtown speaker, Shawn Ryba, will also be in touch about some opportunities to assist his project.

Fundraising: Beth Christ and Brooke Vass. Not present.

Awards: Tina Scully, Vickie Starr, and Robin Neumeier. Tina reports that the Bosses' Night save the date was in the January LincolNotes and is on the website. Robin reports that she has the Boss of the Year judges lined up and she has a flyer that she emailed out on January 18. Robin is waiting to hear back on nominations which are due on March 1. Vickie has sent out some information to bosses about Legal Professional of the Year and that deadline is February 15.

LincolNotes: Lori McGowan. Not present.

Scholarship: Sheila Anderson. ****Committee Positions Available**** Sheila reports that the second half of our 2018-2019 Scholarship Award disbursement has been made this month. She also reports we have about \$1400 left in the scholarship fund. She would like to take \$100 from the savings account to round up the scholarship offer to \$1500. A motion was made by Alicia Hunt and \$100 will be transferred from savings into the scholarship fund. Sheila renews her request that a committee is formed to assist her.

Website: Alicia Hunt. No report.

Parliamentarian/Bylaws: Carol Paige. No report.

Media: Vickie Starr. No report.

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

Nominations & Elections: Beth Christ. Not present. Rae reports that Beth has asked board members to be aware that elections are coming up, and to have nominees in mind.

Unfinished Business:

- Convention. A committee was formed including Kathy Eidenmiller, Debra Lundberg and Rae Wulf Schmidt.

New Business:

- Budget for 2019 fiscal year. This topic is tabled until the next board meeting.
- NLPA dues. Carol Paige and Kathy Eidenmiller will look at the bylaws and report back as to whether or not LLPA can decrease the amount of dues sent to NLPA each year.
- Board meeting location. The board agreed to hold monthly board meetings at Woods & Aitken unless someone proposes a change in location.
- Scholarship. This topic was discussed during Sheila Anderson's report.
- LincolNotes updates. Tabled. Alicia Hunt will email the board with PDFs of the proposed changes to the LincolNotes format and will ask for feedback to report at next month's board meeting.

Next Board Meeting: February 28, 2019, at Woods & Aitken, 12:00 p.m.

Adjournment: At 1:05 p.m., the meeting was adjourned.

Debra Lundberg, Secretary

LINCOLN LEGAL PROFESSIONALS ASSOCIATION
BOARD OF DIRECTORS MEETING
February 28, 2018

The regular Board Meeting of Lincoln Legal Professionals Association was held on February 28, 2019, at Woods & Aitken, LLP, with the following members present: Rae Wulf Schmidt, Morgan Myers, Alicia Hunt, Carol Paige, Kathy Eidenmiller, Tina Scully, Beth Christ, and Robin Neumeier.

Rae Wulf Schmidt called the meeting to order at 12:07 p.m.

Approval of the January 24, 2019, Minutes:

The January meeting minutes were approved via email at the end of January.

Treasurer's Report: Alicia Hunt

No discrepancies were found with the January 2019 Financial Activity report. It was discussed that the monthly financial reports do not need to be voted upon and approved by the board, as the Audit Committee is responsible for auditing and reviewing the finances for the year, which report is then voted upon and approved by the board.

Officer Reports:

Vice President: Morgan Myers. No report.

Chapter Representative: Sandie Smith. Not present. No report.

Committee Reports:

Program: ***Chair Position Available***

Charitable: Kathy Eidenmiller. ***Committee Positions Available*** Kathy reported she would like at least one other person to assist with the Charitable Committee, as she is trying to have one volunteer opportunity each month for LLPA members to attend. She reported on the following past and future volunteer opportunities:

- January 25, 2019
 - At least five LLPA members met with Sen. Anna Wishart prior to her presenting LB110 (the medical marijuana bill) to the Senate Judiciary Committee
- February 15-17, 2019
 - Jarrod Crouse with Baylor Evnen and the University of Nebraska-Lincoln were seeking volunteers to assist with the 2019 NTC (National Trial Competition) Regional Competition held at the Lancaster County Courthouse. Tina Scully, Kathy Eidenmiller, Sheila Anderson, Vickie Starr, and Rae Wulf Schmidt assisted as mock witnesses.
- March

- VITA/AARP is seeking volunteers to assist with a tax filing clinic they provide to the public
- April
 - Tammie Lang with Southeast Community College is seeking volunteers to help students in the Legal Processes class practice their interviewing skills. Students will interview one or two legal assistants, and Tammie is also looking for attorneys to volunteer as interviewees as well.
- May
 - Kathy is looking into the Parks and Recreation Adopt-a-Park program.

Convention: Kathy Eidenmiller. Kathy reported that registration will be out soon. Convention will be held April 26-28 at the Hilton Garden Inn in the Haymarket; the theme is “Earth, Wind, & Fire”. Three speakers have been confirmed so far: Scott Benson with LES, Nancy Christ with Lincoln Fire & Rescue, and Earl Imler with the Nebraska Emergency Management Association. The LLPA scholarship fundraiser to be held at the banquet dinner on Saturday night will be a “Dessert Dash”; Rae Wulf Schmidt volunteered to attempt to get desserts donated for the “Dessert Dash”. The Ways & Means fundraising event will be headed by Tina Scully. She came up with the idea of doing a 50/50 cash pot raffle, which was well received by the board. Flyers and raffle tickets will be disbursed to NLPA members as soon as possible.

Fundraising: Beth Christ and Brooke Vass (not present). No report.

Awards: Tina Scully, Vickie Starr (not present), and Robin Neumeier. Tina reported that Bosses’ Night will be April 11, 2019, with the social hour starting at 5:30 p.m. and dinner at 6:15 p.m., and will cost \$30/person. The board agreed to have simple sheet cake as dessert, rather than the more expensive individual desserts, and also approved an extra \$80 to hire a second bartender, as the 2018 Bosses’ Night suffered with only one bartender. Tina and Robin reported for Vickie Starr, heading the Legal Professional of the Year. Vickie has received nine nominations. Robin, heading the Boss of the Year, reported she had received four nominations with two bosses attending.

LincolnNotes: Lori McGowan. Not present.

Scholarship: Sheila Anderson. Not present. No report.

Website: Alicia Hunt. No report.

Parliamentarian/Bylaws: Carol Paige. No report.

Media: Vickie Starr. No report.

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

Nominations & Elections: Beth Christ. Beth reported that elections will be held March 14 in the Wells Fargo Center, 7th floor. There was discussion about what to do when multiple people have been nominated for multiple positions. The board agreed that, because there

is no standing rule regarding this issue, that multiple people are allowed to accept the multiple nominations, but will only be able to be voted into one position. Beth will make the instructions clear on the election forms.

Unfinished Business:

- LincolnNotes updates. The board agreed to remove certain filler elements in the Notes in order to include more LLPA-specific content, such as photos from events and meetings, and short member biographies each month.
- 2019-2020 budget (Alicia Hunt). Alicia presented the budget to the board, who agreed on the following changes:
 - Increasing the Christmas party amount to \$100
 - Decreasing the “Misc. (Outgoing President’s Gift)” amount from \$75 to \$30
 - Increasing the “Donation/Charitable” amount to \$50
 - Increasing the “Boss of the Year” and “Legal Professional of the Year” amounts by \$5 each to account for postage and other miscellaneous expenditures
 - The “Golf” event, which was budgeted for \$0, was moved to a subcategory under the “Membership” section
 - There were some math discrepancies under the “Bosses’ Night 2019” budget breakdown, which Alicia will correct and represent to the board at the March meeting.

New Business:

- Board meeting order of events. Rae Wulf Schmidt proposed that, in order to be able to complete unfinished and new business in a timely manner, committee chairpersons type and email their reports to her before each month’s board meeting, which she will then include in one report for each board member to have. The meetings will then start with unfinished and new business, leaving discussion on committee reports (if any) for the remaining meeting time. The board agreed to the change, and Rae will email the board members with more detailed information.

Next Board Meeting: March 28, 2019, at Woods & Aitken, 12:00 p.m.

Adjournment: At 1:10 p.m., the meeting was adjourned.

Rae Wulf Schmidt, Acting Secretary

LINCOLN LEGAL PROFESSIONALS ASSOCIATION
BOARD OF DIRECTORS MEETING
March 28, 2019

The regular Board Meeting of Lincoln Legal Professionals Association was held on March 28, 2019, at Woods & Aitken, LLP, with the following members present: Rae Wulf Schmidt, Alicia Hunt, Carol Paige, Kathy Eidenmiller, Tina Scully, Robin Neumeier, Lori McGowan, Valentina Harris, and Debra Lundberg.

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

Approval of the February 28, 2019, Minutes:

The February meeting minutes were approved via email.

Unfinished Business:

2019-2020 Budget Approval: The proposed budget was reviewed, the board agreed to raise the budget for plaques for Boss of the Year and Legal Professional of the Year to \$70 each. Kathy Eidenmiller made a motion to approve the amended budget, seconded by Tina Scully. The amended budget is approved.

New Business:

Convention volunteering: The convention committee will be seeking volunteers for set up, registration and more. Kathy Eidenmiller will send out an email as we get closer to the actual date.

Membership drive: The board discussed ideas for an event for the May Meet & Greet. Kathy Eidenmiller and Tina Scully will be in contact about a location. The board asks that committee chairs and members plan to speak to the group about LLPA and its opportunities and functions at the meeting.

Reports:

Vice President: Morgan Myers. No report.

Treasurer: Alicia Hunt. The Financial Report for March 2019 was reviewed, no changes were proposed.

Chapter Representative: Sandie Smith. No report.

Program: ***Chair Position Available***

Charitable: Kathy Eidenmiller. ***Committee Positions Available*** The April event with SCC was cancelled. The committee is trying to coordinate flood cleanup assistance or other flood related events for April. The board discussed a possible fundraiser with Zipline Brewery or

Junto Winery. The board also discussed and agreed that setting up a weekend to volunteer for flood cleanup in the Valley or Wahoo area is more helpful and meaningful. Kathy will work on contacting someone to coordinate. Kathy will also think of a better name for the committee and create an email address.

Fundraising: Beth Christ and Brooke Vass. No response/report.

Awards: Tina Scully. Bosses' Night final reservations are due Friday, March 29. At this time, there are only 10 confirmed RSVPs. Social begins at 5:30 with dinner at 6:15. One Legal Professional of the Year judge is attending the banquet.

Legal Professional of the Year: Vickie Starr. The nominee has been chosen by the judges. Need to order the award, which should happen this week.

Boss of the Year: Robin Neumeier. Received back the ballots from all of the judges and have a winner selected. Robin has notified the LLPA member who nominated this boss and will be sending thank you letters to each of the judges. At this time, none of the judges will be able to attend the BOTY dinner, so Robin will be getting a gift card to send to each of them. She will be ordering the award online on Monday, 3/25/19.

LincolNotes: Lori McGowan. Lori has not received any information to include in April's LincolNotes and has posed the question: should we do one for this coming month? She will need everything before this coming weekend to put the newsletter together.

Scholarship: Sheila Anderson. A scholarship committee was formed, three judges were found to rank/select our seven (7) qualified student applicants for the upcoming year's LLPA scholarship offer. A winner has been chosen and has been notified. One judge so far is planning to join us for the Boss's Night Banquet on April 11. Thank you to our Committee members: Carol Paige, Kathy Eidenmiller, Brittany Ohlmann, and Jen Wick for volunteering. Also, Jen Wick has stated that she would be willing to chair the Scholarship Committee for next year. Sheila informed at the meeting that a winner has been chosen and will be attending the Bosses' Night banquet.

Website: Alicia Hunt. No report.

Parliamentarian/Bylaws: Carol Paige. No report.

Media: Vickie Starr. No report.

Audit Committee: Kathy Eidenmiller and Sheila Anderson. Sheila and Kathy will be meeting early next week to audit the books and generate the report.

Nominations & Elections: Beth Christ. The election meeting was held March 14, 2019, at Baylor Evnen, and the following officers will be installed at Bosses' Night on April 11, 2019: Rae Wulf Schmidt (President), Morgan Myers (Vice President), Debra Lundberg (Secretary), Alicia Hunt (Treasurer).

Convention: Kathy Eidenmiller, Rae Wulf Schmidt, Debra Lundberg, and Alicia Hunt. (Tina Scully) The raffle tickets and flyers are ready to send out to people and she will do so this week. Deadline to return tickets is April 26th or at Convention.

Speakers have been officially confirmed, registration will be sent out March 28 or 29, 2019, and is due April 19. There will be no cancellations or refunds after April 19. Convention will cost \$60 for the full scrip, \$40 for the Saturday-only seminar, and \$35 for the only the banquet. There is a block of rooms reserved at the Hilton Garden Inn (code “NLPA Annual Conference”); the room rates are \$109 + tax for either a king bed or a double queen bed room. Additional information can be found on the Hotel Reservation Information flyer included with the Convention Registration form.

The Convention Committee will be seeking volunteers as we get closer to the actual date. We will need assistance with registration, set up, and more. Please stay tuned for more details, or email keidenmiller@woodsaitken.com if you are willing to help in any way.

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

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

Debra Lundberg, Secretary