

Region 3 Council Meeting

May 4, 2008

Seattle, Washington

Officers: Karen Griggs., CLM (Director), Jim Allen (Director At Large), Randy Headley, CLM (Education), Lisa Neitzel, CLM (Incoming Projects), Roz Hazzard (Outgoing Education), Laura Broomell, CLM (Outing Projects), Steve Wingert, CLM (Incoming Communications)

Present: Kim Besta, CLM (Wisconsin), Mark Bridgeman, CLM (Wisconsin), Tracey Reams (Wisconsin), Amy Johnson (Dayton), Sharlyne Narr (Kansas City), Carolyn Sutton (Iowa), Wendy Rice Isaacs (Cleveland), Andrea Conley (Gateway), Mary Jennings (Gateway), Pat Costegan (Metro Detroit), DeAnna Williams, CLM (Wichita Area), Miriam Nelson (Nebraska), Michael Roller (Minnesota), Kim Ess (Minnesota), Cheryl Nelson (Minnesota), Denae Wunderle (Cleveland), Karen Scurlock (Columbus), Diane Brummel (Chicago), Sherri Holquist (Chicago), Debra Marple (Indianapolis), Greg Cummins (Indianapolis), Debbie Elsbury (Indiana), Glenda Raley (Greater Cincinnati)

Visitors: Patti Groff, CLM (President), Wendy Rice Isaacs (President Elect), Dick Nigon, CLM (Past President), Susan French Koran (President Elect Elect)

1. Karen Griggs introduced the Region 3 team, including the incoming and outgoing officers. Recognition was given to the outgoing officers, Roz Hazzard and Laura Broomell. A donation to the Foundation of the Association of Legal Administrators (FALA) was made in their names.
2. Region Members present introduced themselves and their chapter roles.
3. An Icebreaker “Sleepless in Seattle – What Keeps you Up at Night” was done with call-ins to Dr. Carin’ Karen and Drs. Believe Steve and Dandy Randy.
Questions included:
 - a. Where can you find good speakers on a budget? (ALA speaker database, local law firms, Education database, local universities/colleges).
 - b. What do you do if a member of the Board isn’t doing his or her job? (Talk with them, have and give them a job description, make sure they know and agree to expectations, and if necessary, fire them).
 - c. How do you make sure there are future leaders? (Get new members on committees, have them become a co-chair or assistant chair, succession planning).
4. Jim Allen provided an ALA update and encouraged Council Representatives to report back to the respective Boards.
 - a. Jim highlighted a number of ALA resources (Encyclopedia, Management Solution, Peer Consultants, specialty conferences, Members Only Section on website, ALA Currents).
 - b. Please visit the ALA website for more detail on all of these resources. In addition, the Chapter Resource Guide provides newsletter ideas, and education database, suggestions for member development and templates for reports.
 - c. As a reminder, Chapter Compliance is due to ALA.

- d. Chapter Leadership Institute (CLI) will occur June 27-29 in Wheeling, Illinois.
 - e. Community Challenge Weekend (CCW) is celebrating its 10th Anniversary in October.
 - f. Professional Legal Management Week (PLMW) is in October. As reminder, the purpose is to educate and create awareness and understanding of legal management.
 - g. ALA has a presence internationally and is undertaking initiatives in China, Brazil and Lagos.
 - h. Jim also noted the ALA bylaws had been modified in three areas:
 - i. Membership can be denied for cause for crimes such as embezzlement;
 - ii. Terms of directors have been changed to one term of three years, to be implemented over the next two years.
 - iii. To be eligible for President Elect, a member must have served on Board of Directors for one full year, prior to nomination.
5. Each Officer provided an overview of their responsibilities:
- a. Randy Headley – Education: Assist with ideas for education; receive and compile educational outcome reports from chapters.
 - b. Lisa Neitzel – Projects: Assist with coordinating vendors for the regional conference and help with vendor database; update and distribute the Field Guide for vendors; Remember: Vendors are not the enemy!
 - c. Steve Wingert – Communications: Receive chapter Board and membership meeting minutes; receive chapter newsletters; compile Region chapter information for ALA News; contact new members outside 50 radius of chapter; assist chapters with membership issues.
 - d. Run region and team, provide communications and support to chapters; assist with planning and coordination of Regional Conference.
6. Karen reminded everyone that as a part of the Chapter Performance Objectives, each chapter should have a representative at the Council Meetings.
7. Karen reminded everyone that nominations for the Regional Volunteer Award were being accepted. Please forward nominations to Karen.
8. Karen noted the Association Nominating Committee (ANC) and Regional Nominating Committee (RNC) processes had not changed, and volunteers are being sought to serve on these committees. Please let Karen know if you or a chapter member are interested in serving on the RNC. Those interested in serving on the ANC should contact John Michalik or Jan Waugh.
9. Registration Scholarships (plus \$200 toward expenses) for the Region 2-3 conference in Indianapolis:
- a. Dayton and Greater Kansas City Chapters.
 - b. Mondella Benton from Wichita (Newcomers Orientation). Alternates: Rebecca Hansen from Minnesota and Colette Hazard from Chicago.
 - c. Brenda Majewski from Milwaukee and Raymond Heniff from Chicago (ALA Booth Drawings). Alternates were Steven Odum from Columbus and Vicki Bruce from Indianapolis.
10. Region 2 joined Region 3 for an overview of the Region 2-3 Conference “Fast Track to Knowledge”, November 13-15. Cheryl Nelson from the Minnesota Chapter won a gift basket with specialties from Indianapolis.