

**PROGRAMS DIRECTORSHIP
REPORT PREPARED FOR THE DECEMBER 3, 2011 COUNCIL MEETING**

1. Budget Request

\$37,660, which is comprised principally of \$10,160 for the Annual Meeting and related events, \$15,500 for the Business Law Institute and related events, and \$12,000 for Business Boot Camp (not all revenue for Business Boot Camp is accounted for in the 2011-2012 budget).

2. Use of Budgeted Funds During 2010-2011.

Funds were used for the Business Law Institute, Annual Meeting, the Schulman Award and Business Boot Camp I.

3. Next Scheduled Meeting of the Directorship.

The Directorship holds meetings, and communicates via telephone and email, as necessary, to discuss course speakers and other matters regarding the Institute and the Annual Meeting, as appropriate. Meetings for the 2012 Institute began in June 2011 and continue on a monthly basis. The Directorship is presently planning the 2012 BLI. Planning for the 2012 Annual Meeting will begin in the first quarter of 2012.

4. Council Approval

The Programs Directorship asks the Council to clarify the protocol and policy regarding approval of Section sponsored events.

5. Membership

Those serving on the Programs Directorship include Dee Dee Fuller, Eric Lark, Christopher Maeso, Dan Minkus (Chair), and Mark Peters.

6. Accomplishments Toward Committee Objectives

All of the Directorship members actively participate in the planning process.

The Directorship will schedule meetings, or communicate via telephone and email, as necessary to finalize course schedules and secure speakers.

7. Meetings and Programs

The 2012 Institute will be held on May 4 and 5, 2012 at the Amway Grand Plaza Hotel in Grand Rapids. A date for the 2012 Annual Meeting has not yet been chosen.

8. Publications.

N/A.

9. Legislative/Judicial/Administrative Developments

N/A.

10. Miscellaneous

N/A.

Report submitted by:

Daniel H. Minkus

**BUSINESS LAW INSTITUTE BUDGET
2012 PROGRAM**

REVENUE	2011	2012
Section Members	\$ 1,670.00 (actual)	\$ 2,400.00
ICLE Partners	\$12,809.54 (actual)	\$15,000.00
Regular (Full Price)	\$ 5,190.00 (actual)	\$ 1,500.00
New Lawyers	\$ 1,350.00 (actual)	\$ 1,200.00
Law Students	\$ 0	\$ 0
Total Revenue Collected by ICLE	\$21,019.54	\$20,100.00
 Sponsorship Revenue	 \$15,200.00 (actual)	 \$14,000.00
Total Revenues	\$36,219.54	\$34,100.00
 EXPENSES		
ICLE Paid Expenses*		
Course Materials	\$ 718.40 (actual)	\$ 2,000.00
Speaker/Staff Travel	\$ 1,554.17 (actual)	\$ 2,500.00
AV	\$ 937.95 (actual)	\$ 1,200.00
Beverages/break service	\$ 1,090.65 (actual)	\$ 1,500.00
Dinner/Reception/Breaks	\$13,196.22 (actual)	\$ 15,000.00
Meeting Room	\$ 1,600.00 (actual)	\$ 2,000.00
Board Lunch	\$ 678.72 (actual)	\$ 700.00
Planning Meetings	\$ 96.34 (actual)	\$ 200.00
Postage	\$ 127.07 (actual)	\$ 500.00
Marketing	\$ 5,902.42 (actual)	\$ 6,000.00
Total ICLE Paid Expenses	\$25,901.94	\$31,600.00
 Section Paid Expenses		
ICLE Fee	\$12,000.00 (actual)	\$12,000.00
Speaker Gifts	\$ 1,596.01 (actual)	\$ 2,000.00
Entertainment Costs	0	0
Section Administrator Travel/Lodging	\$ 26.52 (actual)	\$ 500.00
Giveaways	\$ 0	\$ 1,000.00
Total Section Paid Expenses	\$13,622.53	\$15,500.00
Total Expenses	\$39,524.47	\$47,100.00
Net Loss to BLS**	\$ 3,304.93	\$13,000.00

*"ICLE Paid Expenses" in excess of revenues (net of sponsorship revenue) are paid to ICLE, in addition to ICLE's fee. In 2011, ICLE was paid a total of \$16,882.40 (\$12,000 fee, plus \$4,882.40 ICLE expenses in excess revenue). ICLE fee is \$12,000 for 2012. No additional increases for subsequent years are anticipated at this time.

**Total Revenue minus Total Expenses (net of ICLE paid expenses in excess of revenue).

2012 ANNUAL MEETING BUDGET

REVENUE	2011	2012
	None	None
EXPENSES		
Reception/Dinner	\$4,176.85(actual)	\$ 4,500.00
Invitations	\$ 180.70 (actual)	\$ 200.00
Postage	\$ 66.00 (actual)	\$ 70.00
Outgoing Chair Gift	\$ 400.00 (actual)	\$ 500.00
Copies	\$ 0	\$ 500.00
Plaque	\$ 192.00 (actual)	\$ 200.00
Gavel	\$ 75.00 (actual)	\$ 75.00
Misc. (nametags, labels)	\$ 0	\$ 300.00
Speaker gifts	\$ 0	\$ 200.00
Schulman Award		
Marketing services	\$ 850.00 (actual)	\$ 900.00
Clock	\$ 0 (purchased in 2010)	\$ 600.00
Clock Plate	\$ 20.00 (actual)	\$ 25.00
Bar Journal Ad	\$1,025.00 (actual)	\$ 1,025.00
Ad Design	\$ 500.00 (estimate)	\$ 500.00
Photographer	\$ 245.00 (actual)	\$ 500.00
Plaque Plate	\$ 15.00 (actual)	\$ 25.00
Postage re SBM Plaque	\$ 14.75 (actual)	\$ 40.00
Total	\$7,760.30	\$10,160.00