

**Law Practice Management Section
Business Meeting
February 23, 2008**

- I. Attendance:** Among the members present were: Austin Anderson, Joseph Ernst, Steven Feigelson, Rebecca Seslar, Stacey Dinser, Jim Schmier, Konnie Kustron, Burt Burleson and Gary Bauer. Among the members present and participating by conference call were: Vince Romano, Ernie Gifford, Nick D’Isa, Barry Brickner, Miles Postema and Marla Linderman.
- II. Call to Order.** The meeting was called to order by the Chair, Gary Bauer at 12:34 p.m.
- III. Approval of Minutes.** The minutes of the LPMS Business meeting of January 12, 2008 were approved (subject to misspelling corrections). Motion to approve by Rebecca Seslar. Second by Jim Schmier.
- IV. Treasurer’s Report.** The Section Treasurer, Vince Romano delivered the Section’s Treasurer’s Report. He reported that he had talked with Joan Bullock who would be forwarding an invoice by e-mail. Mr. Romano further indicated that Ms. Bullock says hello to everyone and sends her best. Additionally, Mr. Romano presented recent historical and demographical information pertaining to the Law Practice Management Section which was incorporated and made part of the Treasurer’s Report. A Motion to Approve the Report was made by Stacey Dinser. Second by Konnie Kustron. Approved unanimously.
- V. Old Business.**

 - a. Tech Fair.** Chair, Gary Bauer indicated that Nick D’Isa and Ernie Gifford would be attending the Tech Fair in Chicago, Illinois on behalf of the Section. Chair, Gary Bauer further noted that Bev Helm had agreed to cover the Tech Fair and to attend any meetings or presentations that Nick D’Isa or Ernie Gifford could not cover. Jim Schmier commented that “non-techies” might be better to attend and communicate about the Tech Fair.
 - b. Annual Meeting.** Rebecca Seslar announced that following a meeting with representatives of the State Bar, that the Section would be reserving a room on the Wednesday during the Annual Meeting of the State Bar. A brief discussion ensued about the time frame for reserving the room. Chair, Gary Bauer suggested an informal mixer be held prior to the Annual Meeting. Rebecca Seslar further indicated that ideas for a presentation was being sought for the Annual Meeting. A discussion began regarding various topic presentations to draw other members of the State Bar; including, practicing law in tough economic times and succession planning for attorneys. Chair, Gary Bauer noted that the State Bar does not promote why the public needs

lawyers. Ms. Seslar requested that Section membership get any ideas back to her.

- VI. New Business.** It was announced that a speaker, Ms Janice Holdinski, from the American Arbitration Association would be speaking at the next meeting of the Section and would discuss arbitration issues.
- VII. Newsletter.** Ernie Gifford indicated that the next issue of the newsletter was expected to come out by the end of March. Mr. Gifford further indicated that he was in the need of more articles. Chair, Gary Bauer noted and read e-mail responses that he received from recipients of the newsletters which were complimentary. A discussion ensued about what members of the State Bar were receiving the newsletters.
- VIII. Joint Meeting with Legal Administrators Section Members.** Chair, Gary Bauer introduced Mr. John Gorzalski of the Legal Administrators Section and opened a joint meeting with a discussion about common interests or projects that could be undertaken by both Sections. Chair, Gary Bauer indicated a list of topics that may be of interest to both large and small firms such as outsourcing, insurance, information services, filings, or disaster recovery. Further discussions included topics about private investigator services for small firms and the use of Marketing Officers being found in large firms. It was discussed that Mr. Gorzalski preparing his ideas for distribution in the forthcoming newsletter. Vince Romano pointed out breakdown of Section membership by size of firm.
- IX. Economic Survey.** Vince Romano reported about the Economic Survey indicating that in the recent conversion to the electronic survey format that responses by large firms were generally poor.
- X. Nuts and Bolts Program.** Vince Romano indicated that he would like to get to a process of regularly programming the Nuts and Bolts Program which offers law practice management techniques and classes and is generally presented at local bar associations. Austin Anderson noted the support that local bar associations receive the Nuts and Bolts Program. A discussion ensued about marketing the program and getting the word out. Mr. Romano emphasized a need to approach the program with modest expectations. A further discussion began about setting dates for the program and the need for topics and speakers. It was also discussed about coordinating the program in connection with a baseball game at Comerica Park. Mr. Romano indicated that he would be getting the financials together for the ballpark idea.
- XI. Adjournment.** Rebecca Seslar made a motion to adjourn and Jim Schmier seconded the motion. Meeting adjourned at 2:46 p.m.