

**WASHINGTON COUNTY BAR ASSOCIATION
MINUTES FROM BOARD MEETING
April 5, 2016**

MEETING LOCATION: Washington County Government Center, Law Library – rear large conference room.

CALL TO ORDER: Morrison called the meeting to order at 12:20 p.m.

ATTENDANCE/ROLL CALL: Nicholas Morrison, Michele Schreifels, Mimi Hasselbalch, and Susannah Torseth. Absent, Viet-Hanh Winchell.

1) APPROVAL OF MINUTES:

Schreifels moved to approve the March 2016 minutes. Seconded by Torseth. Motion carried 4-0.

2) TREASURER’S REPORT:

Treasurer Schreifels presented the treasurer’s report. The WCBA bank account as of March 14, 2016 is \$7,187.47, which includes the paypal funds that were transferred to the bank account on March 10, 2016. Pending deposits are in the amount of \$200.00. Deposits in the amount of \$25.00 will be made before the next meeting.

Payment was made to Judge Martin for the Spring Fling in the amount of \$365.21.

A \$3 service fee is charged by the Bank each month.

Hasselbalch moved to accept the Treasurer’s Report. Seconded by Torseth. Motion carried 4-0.

3) MEMBERSHIP REPORT:

Winchell finished an Excel worksheet of active WCBA members and provided it to the Board during the month of March. Torseth will compare this list with prior lists to create the most complete and up-to-date list possible. Torseth will provide Winchell with the updated list to put on the website during the month of April.

4) Sponsored Happy Hours:

Discussion that the WCBA would like to host social happy hours as has been done in the past. Members agreed that attendance would most likely be best during warm months and a social hour should be hosted at a location with a patio. Future social hours discussed were: May 12th – Maple Island Brewery in downtown Stillwater; June 16th – The Tavern in Woodbury; August 18th – Location undecided; September date and location undecided.

5) CHARITY GOLF TOURNAMENT:

Board reviewed draft of flyer and provided suggestions to Hasselbalch. Morrison wants to have the flyer ready to pass out at the CLE on April 20th. Board discussion multiple law offices and other departments to send flyers to in addition to individual WCBA members. Discussion that a registration form is needed, Morrison will check with Paul Overson and obtain a prior form or create a new one. Members discussion feasibility of having online registration for the event but thought it might be too difficult this year. Discussion of

raffle/silent auction. Members agreed the food would be a BBQ buffet based on the options provided by Oak Glen. Members determined cost per individual should be \$100, this should provide approximately \$25 in proceeds per person to give to the law library. Morrison stated a deposit will be needed to reserve the course. Hasselbalch suggested using survey monkey after the golf tournament to obtain feedback for future events.

Morrison moved to pay a deposit to Oak Glen Golf Course to reserve the golf course for the Charity Event in an amount not to exceed \$300.00. Seconded by Schreifels. Motion carried 4-0.

7) OFFICER ROLES:

Hasselbalch will draft a preliminary role for the Member at Large position.

8) WEBSITE:

Members agreed they would like to have bios posted on the website by next month. Winchell will work on the website to provide Board members access to make changes to the website.

Winchell will give a tutorial to the Board Members regarding the website next month.

9) NEW BUSINESS: None

10) NEXT MEETING: Wednesday, May 11, 2016 at 12:00 p.m.

11) ADJOURN: Schreifels moved to adjourn at 1:15 p.m. Seconded by Hasselbalch. Motion carried 4-0.

Submitted by: Susannah Torseth