

**Association of Corporate Counsel  
Louisiana Chapter**

**Minutes  
Board of Directors Meeting  
January 31, 2019**

The Board of Directors of the Louisiana Chapter of the Association of Corporate Counsel held a regular Board meeting on January 31, 2019, at 200 Laitram Lane, Harahan, Louisiana.

**Present:** Kimberly Theriot-Smith, President; Joni A. Johnson, Vice President; Daniel LaGrone, Secretary; Kurt Duncan, Treasurer; Franck LaBiche; Edmund Giering; Molly Vigour, Past President; Jose Corrada (by phone); John H. Fenner (by phone); Sophia Ryan (by phone); Katy Wittman (by phone); Jeff Peters

**Absent:** Alex Pucheu;

**I. Call to Order**

Ms. Theriot- Smith called the meeting to order.

**II. Review and Approval of Board Minutes of November 8, 2018**

Upon a motion made and duly seconded, the Board approved the minutes of the November 8, 2018 Board Meeting, attached hereto.

**III. Financial Reports**

The Board reviewed the financial reports for the Chapter. The fiscal period started October 1, 2018. The approved budget for the Year project a loss of \$2,271 for the 12 month fiscal period. Through January 30, the Chapter had \$16,030 in receipts, primarily from law firm sponsorships totaling \$13,000, and also from a successful CLE offering with Loyola College of Law, in September 2018, for which the Chapter received its share during this fiscal period, \$2,460. During the period, the Chapter had expenses of \$6,815, which were primarily pro bono contributions, \$2,500, and the cost of attendance at the Annual ACC chapter meeting, \$2,760.

The balance sheet for the chapter, as of January 30, reflects total assets of \$25,470, comprised of the balance in the Chapter's checking account.

**IV. Program and Sponsorship Committee**

Ms. Johnson reported on the sponsorships secured thus far for 2019. The 2019 Budget contemplates \$18,500 in revenue from law firm sponsorships. Sponsorship commitments have thus far been

received from Baldwin Haspel , Deutsch Kerrigan, Fisher Philips, Kean Miller, Litchfield Cavo, Ogletree Deakins, Phelps Dunbar and Ware Immigration. Carver Darden has also expressed interest.

*a. Past CLE and Events*

Ms. Johnson then reported on the Chapter events since the previous Board Meeting.

November 9, 2018. CLE at Fleming’s Steakhouse in Metairie, sponsored by Carver Darden, “High Tides of Compliance & Intellectual Property Protection Strategies: Here and Abroad”

December 8. “Last Chance” CLE at Delmonico’s in New Orleans sponsored by Ogletree Deakins, including ethics and professionalism credit

December 14. Chapter Holiday Luncheon at Ralph’s on the Park, sponsored by Fisher Phillips.

*b. Upcoming CLE and Events*

Ms. Johnson reported on upcoming events.

*February 5. CLE at Ralph’s on the Park, sponsored by Ware Immigration.*

*March 14. CLE at Ralph’s on the Park, sponsored by Baldwin Haspel*

*April 25. CLE and JazzFest Social Event, sponsored by Ogletree Deakins*

*May 17. CLE at Ruth’s Chris Metairie, sponsored by Fisher Phillips*

Programs for Deutsch Kerrigan, Kean Miller, Litchfield Cavo, and Phelps Dunbar have not yet been scheduled. Ogletree is also slated to provide a Last Chance CLE in December; and Fisher Phillips is also slated to sponsor the Chapter’s Holiday Party.

**V. Membership Committee**

Ms. Theriot led a discussion about the Chapter’s goals regarding membership in 2019. The consensus of the Board was to target a net increase of 10 members. The Board took notice of non-renewals, and the Membership Committee will contact those persons who have not renewed with the goal of preserving membership. The Chapter will also consider ways to participate in ACC National’s “Global Membership Month.” If awarded a grant for a mini-MBA program, the Chapter can also use the event as a recruitment tool.

**VI. Public Relations Committee**

Mr. LaGrone reported that a newsletter was prepared for the 4<sup>th</sup> Quarter 2018, which recognized Ogletree Deakins as a premier sponsor of the Chapter. He further indicated that he planned on preparing a newsletter for the 2<sup>nd</sup> and 4<sup>th</sup> quarter of 2019.

#### **VII. Scholarship Committee**

The Chapter's budget includes \$12,000 for four scholarships (\$3,000 each) for law students at Loyola, Southern, LSU and Tulane. Mr. Gering reported that the LSU Scholarship Reception is scheduled for March 12, 2019.

#### **VIII. Pro Bono/Donations/Diversity Committee**

The Budget contemplates donations for 4 scholarships, as well as donations to the Louisiana Appleseed, to the Louisiana Bar Foundation, and to the Pro Bono Project. The Board discussed the Chapter's contributions. In the absence of unexpected revenue, the Board does not anticipate additional contributions can be authorized.. Ms. Vigour reported that the Chapter was represented at the Louisiana Appleseed Good Apple Gala, held January 24, 2018, by Ms. Ryan, Ms. Johnson and herself. The Bar Foundation 33<sup>rd</sup> Annual Fellows Gala is slated for April 5<sup>th</sup>. Board members are encouraged to participate.

The Board discussed ways in which the Chapter could contribute to the community beyond financial contributions. The Board expressed a desire to participate in a community service event. This will be discussed further in future Board meetings.

#### **IX. Old /Unfinished Business**

##### **a. Membership Survey .**

Ms. Theriot proposed that the Board take efforts to ascertain the preferences of the Membership. She indicated that a survey had been sent to the membership in 2012; and she suggested a similar outreach this year. The Membership Committee was asked to develop an appropriate survey.

##### **b. CLE via webcast.**

Recognizing that Chapter members outside the New Orleans area are unable to easily avail themselves of the lunchtime CLE opportunities that are usually presented in New Orleans, the Board determined to explore the logistics of offering CLE via a webcast, which could be viewed by Chapter members who are unable to attend in person.

##### **c. Chapter Grant Program.**

Ms. Vigour reported that she had requested a grant from ACC National for another Mini-MBA program. If the Chapter receives the grant, the program is likely to be presented in conjunction with the University of New Orleans Business School, with a focus on financial issues. The likely time frame for the event would be late May.

d. Social Media Presence

Ms. Theriot asked the Board to consider how the Chapter might benefit from a greater presence on social media, such as Facebook and Twitter.

**X. New Business**

- a. The Board approved the following committees:

Publicity Committee: Daniel LaGrone, Kurt Duncan, Kimberly Theriot- Smith

Membership Committee: Daniel LaGrone, Katy Wittman, Sophia Ryan, Kimberly Theriot-Smith

Scholarship Committee: Edmund Geiring, Frank LaBiche, Kimberly Theriot- Smith

Pro Bono/Donations/Diversity Committee: Kurt Duncan, Katy Wittman, Kimberly Theriot- Smith

- b. Forms Repository

Ms. Theriot discussed measures that could bring added value to the membership, such as the creation of a forms repository populated with contributions from members. The Board took notice of the legal forms and other materials currently available on the ACC member website; and the view of the Board was that forms sharing should be organized via the ACC member website.

- c. National ACC Board of Directors.

Ms. Theriot-Smith reported to the Board regarding the Chapter's opportunity to nominate a Board member to ACC-National. The Consensus of the Board was to inquire with former long-time Board member for the Chapter and past president, Jim Moran, to determine if he has an interest to serve.

- d. Next Meeting.

The next Board Meeting was scheduled for April 18, 2019.

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Daniel LaGrone, Secretary