

**Association of Corporate Counsel  
Louisiana Chapter**

**Minutes  
Board of Directors Meeting  
June 28, 2019**

The Board of Directors of the Louisiana Chapter of the Association of Corporate Counsel held a Board meeting on June 28, 2019.

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

**I. Call to Order**

Ms. Theriot- Smith called the meeting to order.

**II. Review and Approval of Board Minutes of April 23, 2019**

Upon a motion made and duly seconded, the Board approved the minutes of the April 23, 2019 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 projects a loss of \$2,271 for the 12 month fiscal period. Through June 13<sup>th</sup> the Chapter had total Income of \$24,520, which included \$3,000 received from ACC National in support of an Mini-MBA program to be sponsored by the Chapter. Ms. Vigour indicated that two new sponsors were secured since the previous Board meeting: Jones Walker and Lewis Brisbois. Upon receipt of all sponsorship checks, Total Revenue from Sponsors will equal \$17,500.

During the fiscal period through June 13<sup>th</sup>, the Chapter has paid expenses of \$14,759, which were largely in line with budgeted expense items and includes pro-bono contributions for Justice For All, Louisiana Appleseed and the Louisiana Bar Foundation.. Significant expenditures budgeted for the fiscal period, but not yet made, include \$12,000 in scholarships.

The balance sheet for the chapter, as of June 13, 2019, reflects total assets of \$26,015, comprised of the balance in the Chapter's checking account.

#### **IV. Program and Sponsorship Committee**

##### **a. Sponsorship Program.**

Ms. Vigour reported on the sponsorships secured for 2019. Sponsorship commitments have been received from Baldwin Haspel; Deutsch Kerrigan; Fisher Philips; Kean Miller; Jones Walker; Lewis Brisbois; Litchfield Cavo; Ogletree Deakins; , Phelps Dunbar and Ware Immigration.

##### **b. Past CLE and Events**

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

*April 25th. CLE and Jazzfest Social sponsored by Ogletree Deakins*

*March 14th CLE at Ruths' Chris in Metairie, , sponsored by Fisher and Phillips*

##### **c. Upcoming CLE and Events**

Ms. Johnson reported on upcoming events.

June 28th CLE at Ruths' Chris in New Orleans, sponsored Deutsch Kerrigan

July 12th CLE at Desi Vega's in Metairie, sponsored by Lewis Brisbois

August TBD CLE to be sponsored by Jones Walker

September TBD All Day CLE event, cosponsored with Loyola

October 10th Dinner Sponsored by Kean Miller in conjunction with Mini-MBA

October 11<sup>th</sup> Mini-MBA event at University of New Orleans sponsored by Chapter

November TBD CLE Event to be sponsored by Phelps Dunbar

December TBD Last Chance CLE at Emeril's Delmonico to be sponsored by Ogletree

December 5<sup>th</sup> Holiday Luncheon sponsored by Fisher Phillips

#### **V. Membership Committee**

a. Ms. Theriot reported on the results of the Member Survey submitted by the Chapter. Twenty-one responses were received. Survey responses reflected a preference for Friday afternoon CLEs, with a predominant interest expressed in employment law topics. Survey responses also expressed interest in on-line CLE opportunities. Ms. Theriot indicated that the Chapter would continue to examine how it might facilitate on-line CLE opportunities for our members, using the resources of the national organization.

b. The Board considered whether to invite prospective members to future CLE events. Ms. Vigour and Mr. LaGrone committed to sending handwritten notes to the 13 prospective members, including an invitation to the next CLE event.

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

Ms. Theriot-Smith reported on the BTNEP March Grass Planting in which the Chapter participated, as part of the ACC's global service initiative.

#### **VII . Old /Unfinished Business**

##### **a. Mini-MBA Planning**

Ms. Vigour reported that ACC National approved the Chapter's application for a \$6,000 grant for the purpose of hosting a Mini-MBA program. Ms. Vigour has confirmed with the University of New Orleans that the Business School will present a program with an emphasis on finance. The program is scheduled for October 11<sup>th</sup>.

##### **b. LDI Report – Katy Whitman**

The ACC waived the Chapter's expenses for a participant's attendance at the LDI meeting held in May in Washington D.C.; and Ms. Wittman attended the event for the Chapter. As Ms. Wittman was unavailable to participate in the Board meeting, her report was deferred until the next meeting.

#### **VIII. New Business**

The ACC Annual Meeting will take place October 27<sup>th</sup> through October 30<sup>th</sup>. Ms. Smith reported that the Chapter will be represented at the ACC's annual meeting by Ms. Johnson, Ms. Vigour and Ms. Smith. The Chapter will request that the Association waive the fees for one of the Chapter's participants, consistent with the Association's practice of waiving fees for a Chapter Administrator. Since the Louisiana Chapter's members perform administrative functions on a volunteer basis, a fee waiver appears justified.

##### **IX. Next Meeting/Adjourn**

The date of the next Board Meeting was not set. Ms. Smith will provide notice of the next meeting.

A blue rectangular box containing a handwritten signature in black ink that reads "Daniel LaGrone".

Daniel LaGrone, Secretary