

**Draft Minutes**  
**Board of Directors**  
**National Council of Lawyer Disciplinary Boards, Inc.**  
**March 8, 2006**  
**9:00 a.m. (PST)**  
**Telephone Conference Call**

**Present:** John Van Bolt, President; Karen Watkins, President-Elect; Elaine Bixler, Board Member; Betty Branda, Board Member; George Riemer, Secretary and Acting Treasurer; Chris McKeeman, Assistant Secretary; Ron Stovitz, Past President; Brigitte Bertrand; and Liz Rowe. The meeting began at approximately 9:05 am and concluded at approximately 10:00 am.

1. **Minutes.** Ms. Watkins moved, Ms. Bixler seconded, and the board unanimously approved the minutes for the board meeting on January 25, 2006.

2. **Treasurer's Report.** Mr. Riemer reported that NCLDB had \$8573.38 in the bank as of the end of February. He also reported that a letter had been sent to the IRS in response to its questions about NCLDB's application for IRS Code Section 501(c)(3) status. Ms. Watkins reported that Theresa Eiler, the member of her firm who has been helping us with our application, thought NCLDB stood an excellent chance of obtaining this status.

3. **Website Webmaster.** Mr. Van Bolt indicated that he would contact Mr. Riemer about transitioning the duties of website webmaster to a person on his staff.

4. **Program Committee Report.** Ms. Watkins indicated a few tweaks needed to be made to the program for the 2006 annual meeting. After reviewing those tweaks with the group, the program is now final. She will send the final program to Mr. Riemer and he will post it to NCLDB's listserv.

5. **Meeting Room and Other Arrangements in Vancouver, British Columbia.**

Mr. Van Bolt introduced the topic of final meeting arrangements in Vancouver. After discussion, Ms. Watkins moved that Ms. McKeeman and Ms. Bertrand be given the authority to develop the lunch and other meeting arrangements. Once preliminary arrangements were made, they would be e-mailed to the board and the board would informally approve them in that fashion, subject to official approval at the next regularly scheduled board meeting. The motion was approved by consensus.

6. **Review of Bylaws and possible changes.** Mr. Van Bolt asked about possible changes to the bylaws. He suggested the board amend the bylaw that requires rotation of the presidency between volunteers and staff. While perhaps being a good goal, requiring this rotation is too restrictive. The consensus of the group was that this change should be pursued. Mr. Van Bolt appointed Past President Ron Stovitz, President-Elect Karen Watkins, and Board Member Elaine Bixler to a special Bylaw Revision Committee, with Past President Stovitz as chair. The committee will review the bylaws and make recommendations for changes as it deems appropriate to the board in due course.

7. **Nominating Committee.** Past President Stovitz reviewed the work of the Nominating Committee. After discussion, it was agreed that an e-mail report would be sent out to the board with the committee's official nominations. Ms. Branda indicated that she would be willing to help with recruitment of new members next year and Ms. Watkins indicated that Gaines West,

associate member, should also be made a member of the membership committee next year to assist with recruitment.

**8. Acting Secretary and Treasurer.** After discussion, the board by consensus approved Elaine Bixler as Acting Treasurer due to Mr. Riemer's resignation from the board. Mr. Riemer had previously informed the board that he was leaving employment with the Oregon State Bar and thus could not continue to serve on the board. The board also approved by consensus Ms. McKeeman taking over the duties of secretary. She already serves as Assistant Secretary. Mr. Riemer will send his financial records to Ms. Bixler and his other records to Ms. McKeeman.

**9. List Serv.** The duties of list serv administrator will need to be transferred from Mr. Riemer to another person. Mr. Van Bolt will look into this. The list serv is maintained by the ABA.

**10. Next Meeting Date.**

The board will meet next at the call of President Van Bolt.

Respectfully submitted, this 15th day of March, 2006.

George A. Riemer  
2005-2006 Secretary  
(last day of official service 3-14-06)

**Minutes  
Annual Meeting  
National Council of Lawyer Disciplinary Boards, Inc.  
June 3, 2006  
Vancouver, B.C.**

President John Van Bolt called the meeting to order at 3:10 pm. Other officers and directors present included Karen L. Watkins, President-Elect; Elaine M. Bixler, Acting Treasurer; Christine E. McKeeman, Acting Secretary; Elizabeth M. Row, Board Member; and Judge William Lucero, Board Member. Also present was Judge Ronald Stovitz, Past President.

**1. Nominating Committee Report.** President Van Bolt called for the report from the nominating committee composed of Judge Stovitz, chairman, John Van Bolt and Karen Watkins, members. Judge Stovitz reported to the membership that the committee has nominated the following: Elizabeth J. Branda (D.C.), President-Elect; Elaine M. Bixler (PA), Secretary; Elizabeth M. Row (LA), Treasurer; Julie Shankland (WA), Director-at-large to fill the unexpired term of Ms. Bixler; and Julianne DeCore (NJ), Director-at-large, to serve a complete term. Judge Lucero continues as the third Director-at-Large. It was moved and seconded to close the nominations. The motion passed (voice vote). It was then moved and seconded that the proposed slate be approved by acclamation. The motion passed (voice vote).

**2. By-laws revision project.** President Van Bolt next reported to the membership that a committee has been formed, chaired by Judge Stovitz, to review the current by-laws and propose needed revisions. He solicited membership input and noted that the by-laws are available on the NCLDB Web site ([www.ncldb.org](http://www.ncldb.org)). President Van Bolt noted particularly that the current requirement of alternating board members and staff persons for the director and officer positions had proved impractical in the situation recently experienced where officers or directors were unexpectedly forced to resign. More information concerning the revision effort will be forthcoming.

**3. Membership effort and 2007 Annual Meeting.** President Van Bolt exhorted the current membership to continue all efforts to recruit additional states. He also noted that the NCLDB annual meeting would return next year to its original plan of meeting with in conjunction with the ABA mid-year meeting scheduled for Miami, FL, in February 2007.

**4. Adjourned.** There being no further business or new business, it was moved and seconded to adjourn at approximately 3:20 pm. The motion passed (voice vote).

Respectfully submitted this 12th day of June, 2006.

Christine E. McKeeman  
Acting Secretary

**Minutes**  
**Board of Directors**  
**National Council of Lawyer Disciplinary Boards, Inc.**  
**July 12, 2006**  
**12:00 Noon (EST)**  
**Telephone Conference Call Meeting**

**Present:** Karen L. Watkins, President; Elizabeth J. Branda, President-Elect; Elaine M. Bixler, Secretary; Elizabeth M. Row, Treasurer; Directors, Hon. William Lucero, Julie Shankland and Julianne DeCore; Chris McKeeman, Assistant Secretary and John Van Bolt, Past President. The meeting convened at 12:04 p.m. and concluded at 1:10 p.m.

**Minutes:** Motion was made by Ms. Bixler, seconded by Ms. Row and passed unanimously approving the Minutes of the Meeting of March 21, 2006. Mses. Shankland and DeCore abstained. Motion was made by Ms. Bixler, seconded by Ms. Row and passed unanimously approving the Minutes of the Meeting of May 17, 2006. Mses. Shankland and DeCore abstained. Finally, motion was made by Ms. Bixler, seconded by Ms. Row and passed unanimously approving the Minutes of the business part of the Annual Meeting held on June 3, 2006.

**Treasurer's Report:** Ms. Bixler reported she sent the books to Ms. Row by overnight mail, and Ms. Row reported she received them yesterday. Ms. Bixler was asked to give the report on the expenses from the Vancouver meeting. Ms. Bixler reported she paid the invoices from the Texas Bar Association and the American Bar Association. The invoices totaled \$5,457.23 and exceeded the income generated from the Registration Fees for the Annual Meeting, which totaled \$2,375.00. Ms. Bixler also reported that at the time she sent the books to Ms. Row she had still not received the bank statement for the month of June. She sent an email to the bank officer she has been dealing with earlier in the week but has not had a response at this time. Based on the May bank statement and the income and expenses since that statement was received, she would estimate the NCLDB has a checking account balance of approximately \$5,477.26.

Ms. Watkins raised the issue of whether the Board should consider changing banks in light of the problems Ms. Bixler experienced in attempting to bank long distance. Ms. Row stated that she and Ms. Bixler had explored changing banks and Bank of America, who has the largest presence in the United States, does not have branch offices in Louisiana. Ms. Row suggested the Board continue using West Coast Bank for the present time. She will contact the bank officer Ms. Bixler has dealt with and will keep the Board updated on her dealings with the Bank. Ms. Watkins asked that Ms. Row continue to monitor the situation and if this continues to be a problem the Board will revisit the issue of moving the account.

**Annual Meeting in Vancouver:** Ms. Watkins reported she only received a small number of evaluation forms from the Meeting, and the forms were less than instructive than the evaluation forms received in the past. She did report some individuals

volunteered to serve on the various Committees who have not served in the past. She did not receive any suggestions for future program topics. Mr. Van Bolt stated that he felt the visit with the staff from the British of Columbia Law Society was one of the highlights of the Vancouver program, and he thinks those members who attended the Annual Meeting but did not continue on to interact with the Law Society missed that added benefit. Ms. Branda asked whether the British of Columbia was a member of the NCLDB, and Ms. Bixler responded that the current By-laws limited membership to jurisdictions within the United States. Ms. McKeeman asked whether out of country members would impact the Board's tax status. It was determined to expand the description of the NCLDB to allow out of country members, if there will be no tax repercussions.

Mr. Van Bolt stated that there were a number of interested people at the ABA Conference who were aware the NCLDB was meeting there, and there were a number of "drop-ins" from others during portions of the NCLDB program. He feels a number of the topics are of interest to other people, that attend the ABA Meetings. That is one of the reasons he feels it is important for the NCLDB to coordinate its Annual Meeting with ABA Meetings. Mses. Row and DeCore reported attorneys from their respective jurisdictions dropped in during the NCLDB meeting and reported they felt the program was very good.

**Committee Appointments:** Ms. Watkins reported that according to the By-laws, the President-Elect shall serve as the Program Committee Chair and the Secretary shall serve as the Membership Committee Chair. After discussion, the Committees were appointed as follows:

**Program Committee** – Betty Branda, Chair, Members Chris McKeeman and Juliette Bland.

**Membership Committee** – Elaine Bixler, Chair, Members Gaines West, Ron Stovitz and Donna Roberts.

**Publications Committee** – Julie Shankland, Chair, Members Jill Tanner and Ron Stovitz.

**By-Laws Committee** – Ron Stovitz, Chair, Members Elaine Bixler and John Van Bolt.

**Fourth Annual Meeting:** Ms. McKeeman reported that the ABA advised they will not have their hotels in Miami finalized until September or October. The average room rate is estimated at \$200 per night. The ABA Mid-Year Meeting is scheduled for February 7 through 13, 2007. The NOBC only has a half-day meeting on Thursday morning, February 8<sup>th</sup>. In the past, the NCLDB has held its one-day Meeting on Thursday in order to encourage NOBC members to drop in during the afternoon. Ms. Branda asked whether there was any desire to changing the meeting to Friday. There was discussion

on whether a joint program with the NOBC and/or APRL would impact what day the NCLDB should have its meeting. Judge Lucero expressed concern that a closer association with the NOBC than with APRL would reflect adversely on the NCLDB. He would like to see an equal relationship between the NCLDB and both organizations. He said he would also like to see a program where APRL is more involved. He is leery of getting too close with one side or another. Mr. Van Bolt reported that APRL started with respondent's counsel and they formed their own organization. Prior to the establishment of the NCLDB, staff in the adjudicator offices attended NOBC meetings. APRL has a different interest. They are being paid to represent respondents, and they represent them in situations other than disciplinary cases, such as character and fitness hearings for bar examiners. Ms. Watkins stated she is very uncomfortable with having a close relationship with anyone who appears in front of adjudicators, and cautioned that the Board must be very conscious of where the NCLDB stands with these two organizations. She noted that NOBC is more organized than APRL and that has been one of the problems in the past. The incoming President of APRL, Steve Lee, is from Texas and has a very good relationship with Ms. McKeeman, so that may not be a problem for the coming year.

Ms. Bixler moved, that in light of the concerns expressed by both Ms. Watkins and Judge Lucero, that any joint program topic the NCLDB plans to conduct in February 2007, be with both the NOBC and APRL. This would not prohibit asking Disciplinary Counsel who are also NOBC Members from participating on panels. It would just require that any joint topic be a three-way topic. The motion was seconded by Judge Lucero and passed unanimously.

**Program Topics:** Ms. Branda stated that the Program Committee needs suggestions for Program topics and asked if anyone has suggestions, to please send them by email to her.

**Next Board Meeting:** The date of the next Telephone Conference Call Meeting was set for Wednesday, August 30, 2006 at 9:00 a.m. (PST), 12:00 Noon (EST).

Respectfully submitted this 12<sup>th</sup> day of July, 2006.

Elaine M. Bixler  
Secretary

**Minutes**  
**Board of Directors**  
**National Council of Lawyer Disciplinary Boards, Inc.**  
**October 4, 2006**  
**12:00 Noon (EST)**  
**Telephone Conference Call Meeting**

**Present:** Karen L. Watkins, President; Elizabeth J. Branda, President-Elect; Elaine M. Bixler, Secretary; Elizabeth M. Row, Treasurer; Directors, Julie Shankland and Julianne DeCore; Chris McKeeman, Assistant Secretary, and Hon. Ronald W. Stovitz, Past President. The meeting convened at 12:05 p.m. and concluded at 12:47 p.m.

**Minutes:** Motion was made by Ms. DeCore, seconded by Ms. Branda and passed unanimously approving the Minutes of the Meeting of August 30, 2006 and the Addendum to Minutes dated September 11, 2006.

**Treasurer's Report:** Ms. Row reported that the balance in the NCLDB checking account as of August 31, 2006 is \$5,462.30. She found when she researched the website issue that the payments were being drawn from the checking account deducted as a debit card withdrawal. When the debit card under George Riemer's name expired in June 2006, the debit withdrawals ceased. She will look into getting the website charges directly drawn from the checking account so that when future treasurers take office, there won't be any problems with the website payments being attached to a debit card. She noted that if the NCLDB decides to change banks, the automatic withdrawal of the website charges will need to be changed also.

Ms. Row also noted that five jurisdictions have not yet paid their dues for the 2006 year. Ms. McKeeman said she would email a blank dues notice to Ms. Row, who said she would send follow-up notices to those jurisdictions.

**Website Update:** Ms. Watkins reported that Gayle Vickers of the Texas Board of Disciplinary Appeals has updated the NCLDB Website and assumed the duties of interim webmaster. Ms. Vickers asked that if there were any additional changes to the website, to please advise her and she would make those changes, as well.

**Program Committee Report:** Ms. Branda reported that Donna Roberts and staff people from the Louisiana Disciplinary Board will present the first topic in the Program, Use of IT in our Disciplinary Offices. She reported that for the second topic, Training Adjudicators, Judge Stovitz has agreed to act as Moderator. She has been in touch with Florida and found that a court administrator does the training for circuit court judges. Juliette Bland had advised her that a Supreme Court Judge from Louisiana is very involved in disciplinary matters, but she was unsure whether he would be available for the Miami meeting. Ms. Bixler stated one of her Board Members has a second home in Jupiter, Florida, and he may know some judges from Florida. She said she will ask him if he can assist in finding someone to serve on this panel.

With respect to the third topic, Funding Disciplinary Systems & Relations with State Bars), Ms. Branda has in mind someone from Illinois, possibly Jerry Larkin or Maureen Mulvenna and someone from Massachusetts. Ms. DeCore briefly reviewed how New Jersey is independently funded by attorney licensing fees and volunteered to work with Ms. Branda on finding panelists for this topic. Ms. Bixler stated that Pennsylvania is also independently funded.

Finally, Ms. McKeeman is working on putting together the program and panelists for the last topic, First Amendment vs. Rule 8.2.

**Logistics for Fourth Annual Meeting in Miami:** Ms. McKeeman reported Brigitte has made contact with Ellyn Rosen at the ABA Center of Professional Responsibility, who will be working with the NCLDB in arranging the Annual Meeting. Ellyn was optimistic that they could get us a meeting room. The NCLDB must determine what AV equipment will be needed for the program. Judge Stovitz commented that the Super Bowl is set for February 4<sup>th</sup> in Miami, so hotel room rates in Miami are at a premium.

The Board held a brief discussion on when notices of the next Annual Meeting would be mailed to members, and it was decided that in the interim an email notice should be sent to NCLDB Members advising them of the date and location of the Annual Meeting and asking them to mark their calendars. It was also suggested that an email be sent to non-members providing them with the tentative program and urging them to attend. Ms. Shankland volunteered to try and contact potential NCLDB new members. Ms. Bixler asked if she would like to serve on the Membership Committee, and she agreed to do so.

**Next Board Meeting:** The date of the next Telephone Conference Call Meeting was sent for Wednesday, November 8, 2006 at 9:00 a.m. (PST), 12:00 Noon (EST).

Respectfully submitted  
this 3<sup>rd</sup> day of November, 2006.

Elaine M. Bixler  
Secretary

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**Minutes  
Board of Directors  
National Council of Lawyer Disciplinary Boards, Inc.  
November 8, 2006  
12:00 Noon (EST)  
Telephone Conference Call Meeting**

**Present:** Karen L. Watkins, President; Elizabeth J. Branda, President-Elect; Elaine M. Bixler, Secretary; Elizabeth M. Row, Treasurer; Directors, Julie Shankland and Julianne DeCore; Chris McKeeman, Assistant Secretary, and Hon. Ronald W. Stovitz and John Van Bolt, Past Presidents. The meeting convened at 12:07 p.m. and concluded at 1:05 p.m.

**Minutes:** Motion was made by Ms. DeCore, seconded by Ms. Shankland and passed unanimously approving the Minutes of the Meeting of October 4, 2006.

**Treasurer's Report:** Ms. Row reported the September 28, 2006 checking account statement indicates the current balance is \$5,462.30. She went through Ms. Bixler's records and identified nine jurisdictions which have not paid dues for 2006 and five jurisdictions who did not pay dues in 2005. She revised the dues form with her name and address information. She asked if the Board wants her to send reminder notices to those jurisdictions who did not pay dues in 2005. Both Mses. Shankland and Branda suggested that reminder letters be sent to any jurisdictions who did not pay their dues in 2005 and/or 2006. The letter should say something along the line of "we have noticed that you haven't paid and if our records are in error, please let us know." Finally, Ms. Row reported that she has not yet gotten to changing the website payment from Ms. Watkins' credit card to a direct withdrawal from the NCLDB checking account.

**Program Committee Report:** Ms. Branda reported the Committee is close to a draft of the final Program for the Annual Meeting. "The Creative Use of Technology in Lawyer Disciplinary Systems" would be presented from 9:15 to 10:15 a.m. . "The Art of Judging" would be presented from 10:30 to 11:30 a.m., so the judges on that panel could be invited to join the NCLDB for lunch. The Committee suggests combining the business meeting with lunch and extending that time to two hours. "Rule 8.2 Versus The First Amendment" would be presented from 1:30 to 2:30 p.m. and "The Funding of Lawyer Discipline Systems" would be presented from 2:45 to 3:45 p.m.

With respect to the Art of Judging topic, Ms. Bixler was able to get an appellate judge from Florida for the panel, and Juliette Bland said she may be able to get a Louisiana Court of Appeals Judge for the Panel. Mr. Van Bolt said that Massachusetts does an extensive training of adjudicators program, and Mike Fredrickson may be able to get the name of someone to serve on the panel. With respect to the topic of Funding Lawyer Discipline Systems, Ms. Watkins suggested using a judge from Tennessee or Georgia on the panel, where it is not a funding priority to these courts. She volunteered to call

Jim Ellington from Georgia to see if he could provide the name of a judge from that jurisdiction.

Ms. Branda also reported that Donna Roberts has agreed to present the first topic and discuss case tracking, web page development and interactive web pages to support volunteers, but she asked if the NCLDB would be willing to pay for the transportation costs for an IT person from Louisiana to assist her in the presentation, as that jurisdiction does not have the funds to send an additional staff person to Miami. Ms. Bixler asked if the Board is also going to ask Brigette to assist us again at the Annual Meeting and whether the cost of her transportation should also be considered, as these costs may dictate what the program registration fee will be. Ms. Watkins requested the Board get more information on hotel rates and air fares from Louisiana and Texas in order to estimate the cost to the NCLDB. Ms. McKeeman reported she just received another email from Elynn Rosen and December 13<sup>th</sup> is the menu selection deadline. The prices at the Conrad Miami Hotel are higher per person than they have been in the past. She estimates the cost will be \$50.00 per person for lunch. Ms. Branda asked Mr. Van Bolt how the NOBC dealt with reimbursing guest speakers. Mr. Van Bolt replied that the NOBC did not rely on outside speakers until recently.

Motion was made by Ms. Bixler, seconded by Ms. DeCore and passed unanimously that the cost of travel for the Louisiana IT person and Brigette Bertram be factored in to the registration fee for the annual meeting.

**Form of Program Materials:** Ms. McKeeman reported that last year the NCLDB sent out the written materials to be bound. The expense of copying and shipping the materials to Canada was quite costly, and she questioned whether the Board should consider the use of cd's for the written material. They would hinder use of the materials during the program itself, but the materials could be emailed to attendees before the program or could be made available on the NCLDB Website with a special pass code to access the materials. Ms. DeCore stated that email attachments sometimes get kicked back if the documents attached are too large. Ms. Watkins questioned whether this is something that makes a lot of difference to the membership and stated that this cost component would be absorbed as part of the registration fee. A general discussion followed concerning the advisability of mailing cd's to attendees in advance of the Meeting and also having the materials on display on a big screen during the program itself versus providing written materials at the program. The cd's could be burned in-house and would cost a minimal amount to mail to those members who have registered to attend the program. Ms. Bixler stated that if the Board is trying to keep the cost of the registration fee down, and the NCLDB has already found that the lunch expenses will be higher and the travel reimbursement for the two staff people from Louisiana and Texas must be considered, she would suggest that the Board consider using the cd's for the 2007 Annual Meeting. She suggested this issue be placed on the Course Evaluation Form so that attendees can indicate whether they like this method of providing the written materials. Motion was made by Ms. Bixler, seconded by Ms. Row and passed unanimously to burn the written materials on cd's and mail them to attendees in

advance of the Annual Meeting and also have the materials on display on a big screen in the front of the room during the program itself.

Ms. Watkins estimated that the registration fee will be at least \$150 because of the higher costs. Ms. McKeeman stated she would look into the costs for audiovisual equipment and other expenses in advance of the next Board Meeting.

**Next Board Meeting:** The date of the next Telephone Conference Call Meeting was set for Wednesday, November 29, 2006 at 9:00 a.m. (PST), 12:00 Noon (EST).

Respectfully submitted  
this 20th day of November, 2006.

Elaine M. Bixler  
Secretary

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**Minutes**  
**Board of Directors**  
**National Council of Lawyer Disciplinary Boards, Inc.**  
**November 29, 2006**  
**12:00 Noon (EST)**  
**Telephone Conference Call Meeting**

**Present:** Karen L. Watkins, President; Elizabeth J. Branda, President-Elect; Elaine M. Bixler, Secretary; Elizabeth M. Row, Treasurer; Directors, Hon. William Lucero, Julie Shankland and Julianne DeCore; Hon. Ronald W. Stovitz and John Van Bolt, Past Presidents, and Brigette Bertram. The meeting convened at 12:04 p.m. and concluded at 1:00 p.m.

**Minutes:** Motion was made by Ms. DeCore, seconded by Judge Lucero and passed unanimously approving the Minutes of the Meeting of November 8, 2006.

**Treasurer's Report:** Ms. Row reported that the balance in the NCLDB checking account as of October 31, 2006 is \$5,462.30. She is still working on the letters to send out to jurisdictions who owe past dues.

**Nominating Committee Report:** Mr. Van Bolt reported he called on Mses. Watkins and Branda and Judge Stovitz to serve on the Nominating Committee. According to the Bylaws, the President-Elect will automatically succeed to the office of President of the NCLDB. The Bylaws also require that nominations must be presented to the Board two months before the annual meeting. The Committee is nominating the following individuals to serve as officers and on the Board for the 2007 year: Elaine Bixler as President Elect, Julianne DeCore as Secretary, and Liz Row as Treasurer. Judge Lucero still has one more year in his term as At-Large Director. Julie Shankland is currently completing the unexpired term of Ms. Bixler as At-Large Director and will now complete the unexpired term of Ms. DeCore. Finally, the Committee is nominating Christine McKeeman for a three year term as At-Large Director.

**Bylaws Committee Report:** Judge Stovitz reported that his Committee met twice and have a number of changes to the Bylaws. The most significant change is the recommendation that the year be changed to a fiscal year, which would permit the Treasurer to close up the books by the end of the year. Judge Stovitz will get a report to the Committee in the next ten days and will submit it to the Board shortly thereafter. Ms. Watkins asked that if anyone else has noted any changes needed to the Bylaws, that they let Judge Stovitz know as soon as possible.

**Joint Meeting with NOBC and APRL:** Mr. Van Bolt reported he was contacted by Ellyn Rosen about the participating in the Joint Program between the NOBC and APRL scheduled for February 9, 2007. He was asked to serve on a panel on diversity issues. He thinks this topic was prompted, in part, by a survey conducted in Illinois to deal with the perception that the discipline system there unfairly targeted solo practitioners and

minorities. He was asked to serve in his capacity as an adjudicator. He emailed her back and asked if it could be billed as a joint program for all groups, including the NCLDB. Ms. Watkins questioned whether any position he took on the topic would be perceived as him speaking on behalf of the organization. Mr. Van Bolt stated that he would just like to be identified as Past President of the NCLDB in order to promote the organization's name, but he would ensure that any comments he makes are not attributed to the NCLDB. He also suggested that NCLDB members be apprised of the joint meeting. Ms. Watkins responded that the NCLDB invitation letter could note the joint program.

**Program Committee Report:** Ms. Branda reported she emailed the Program to Board Members. Judge Warner was extremely helpful in finding two judges from Florida to serve on the panel for the second topic. One judge is a trial judge and the other is an appellate judge. Mike Fredrickson from Massachusetts also agreed to serve on the panel. The Florida people are trying to get someone from the Court system that does training to serve as the final speaker on the panel. On the first topic, Craig Peterson, who designed the electronic document management software Louisiana uses in their disciplinary system, also asked if he could attend the Meeting and have a table outside the meeting room to display his software. He stated he would pay his own transportation costs to Miami. After discussion, it was decided to add him to the program with Donna Roberts from Louisiana. Ms. Watkins stated she has not been able to contact Jim Ellington from Georgia to ask if he could recommend someone from Georgia to speak on the topic of Funding of Lawyer Discipline Systems. She reiterated that Georgia and Tennessee have a perspective on this topic which should be heard. She said she would attempt to reach him before the next conference call.

**Logistics of Fourth Annual Meeting in Miami:** Ms. Watkins reported the NCLDB has a meeting room for which there will be no charge. However, the NCLDB will have to pay for audiovisual equipment rental, as well as food and beverages for the meeting. The approximate cost for the AV equipment is \$940.00. Ms. Bertram reported that she reviewed the menus from the Hotel, and the lowest package lunch buffet would cost \$48.00 per person. If the NCLDB selects its own entrees the cost would be approximately \$56.00 per person. There is reference to a possible 20% discount, but there is also a 20% service charge. They have a package which includes two beverage breaks of \$105.00. She would estimate the lunch cost of \$38.00 - \$56.00.

The Board discussed the amount of the Registration Fee for the Annual Meeting. \$105.00 would not cover the anticipated costs and \$125.00 would cover the anticipated expenses and allow a small amount for unanticipated costs. Ms. Watkins reminded the Board that according to the Bylaws, notice must go out to NCLDB Members by January 8, 2007. Ms. Bixler suggested charging \$150.00 as the fee. She stated she felt it was a reasonable amount to charge due to the higher costs of holding the meeting in Miami and in light of the registration fee other organizations are charging their members. After discussion, Ms. Bixler was asked to set the registration fee at \$150.00 in the letter she is drafting to send out to NCLDB Members. She stated she would distribute the draft

letter to Board Members prior to the next Conference Call and hoped to send it out to everyone shortly after the Conference Call.

**Recruitment Drive:** Ms. Watkins reminded Ms. Bixler and the Board that the Membership Committee has to actively start to recruit new NCLDB Members, now that the Program for the Annual Meeting has been finalized.

**Next Board Meeting:** The date of the next Telephone Conference Call Meeting was set for Wednesday, December 20, 2006 at 9:00 a.m. (PST), 12:00 Noon (EST).

Respectfully submitted  
this 12<sup>th</sup> day of December, 2006.

Elaine M. Bixler  
Secretary

/emb

**Minutes**  
**Board of Directors**  
**National Council of Lawyer Disciplinary Boards, Inc.**  
**December 20, 2006**  
**12:00 Noon (EST)**  
**Telephone Conference Call Meeting**

**Present:** Karen L. Watkins, President; Elizabeth J. Branda, President-Elect; Elaine M. Bixler, Secretary; Elizabeth M. Row, Treasurer; Director, Julianne DeCore; Chris McKeeman, Assistant Secretary, Hon. Ronald W. Stovitz and John Van Bolt, Past Presidents, and Brigette Bertram. The meeting convened at 12:03 p.m. and concluded at 12:45 p.m. (EST)

**Minutes:** Motion was made by Ms. Row, seconded by Ms. DeCore and passed unanimously approving the Minutes of the Meeting of November 29, 2006.

**Treasurer's Report:** Ms. Row reported she has received a dues check from New Jersey for 2007. She also received Mr. Van Bolt's email concerning the website. Mr. Van Bolt stated that the letter he received concerning domain registration and host services seems to be a solicitation to change website services rather than a communication from the NCLDB's current website host, as he originally thought.

**Bylaws Committee Report:** Judge Stovitz reported the Bylaws Committee has filed its report with the Board of Directors. The Committee is recommending changes in 12 areas (some substantive changes and some minor changes). The most important change is to change the year to a Fiscal Year, which would provide for an easier transition of officers after the annual meeting. In addition, the Board of Directors would be expanded to include the Immediate Past President as a full member and the two past presidents immediately preceding the Immediate Past President as ex officio members of the Board. Associate Members would be expanded to include those jurisdictions outside the United States. Finally, Section 12 would be amended to provide that the Treasurer shall submit a financial statement of the accounts to the membership at the Annual Meeting following the end of each membership year, and the financial accounts need not be subjected to an audit unless the Board deems an examination is appropriate and necessary. The balance of the recommended changes clarify issues, and correct titles and language.

Judge Stovitz asked if Board Members had a chance to review the recommendations and whether there were any questions. Ms. Watkins questioned whether the effective date of the changes would pose a problem. Judge Stovitz responded that if the changes are approved at the Annual Meeting, an express resolution can also be adopted to make the Fiscal Year change to July 1<sup>st</sup> in 2007. Ms. Watkins also commented that a change in the effective date would also effect new officers taking office in 2007, and the current officers would continue to serve until the end of June.

Motion was made by Ms. Row, seconded by Ms. Bixler and passed unanimously to present the Report to the membership in Miami on February 8, 2007.

**Program Committee Report:** Ms. Branda reported the program is pretty much done. Justice Bernette Johnston from the Louisiana Supreme Court has agreed to participate on the Panel for the topic The Art of Judging. There may be a need to switch the times of the two afternoon panels. Ms. Branda has agreed to serve on the panel on The Funding of Lawyer Discipline Systems.

**Logistics:** Ms. Bertram reported that the downside of working with the ABA is that she cannot get dollar figures with any precision in advance of the Meeting. Ms. Watkins asked if the Board could get a ball park figure of what costs are known and identify what costs are not known. Ms. Bertram responded that the figures she has come up with are based on an estimated 50 people in attendance. The luncheon buffet is estimated at \$50 per person and would total \$2,000. Audiovisual rental is \$1,000 (which includes an extra table for Donna Roberts' co-worker, microphones, a projector and screen). All day beverage service is very expensive, and she would estimate \$1,500. The total cost for the Meeting is estimated at \$4,500, which would come to \$90 per person. This would allow extra for unexpected costs. Lunch will be set up outside the room, and she may be able to get round tables set up in the back of the meeting room. Ms. McKeemon estimated \$1.50 per person to burn and mail the CDs containing the program materials.

Motion was made by Ms. Bixler, seconded by Ms. DeCore and passed unanimously to set the Registration Fee for the 2007 Annual Meeting at \$150 per attendee.

Ms. Watkins commented that since the program has been finalized, it is the appropriate time to recruit new NCLDB members. Ms. Branda suggested that Board Members from Florida be invited to attend the Meeting. Ms. Bixler stated that Florida is a NCLDB Member and Anthony Boggs is listed as the contact person for the Florida Bar.

**Letter to NCLDB Members:** The Board reviewed the draft letter Ms. Bixler prepared to send to NCLDB Members enclosing the Program and Registration Form for the Fourth Annual Meeting. Ms. Row had one correction to her fax number listed on page two of the letter. Otherwise, there were no changes. Ms. Bixler stated she intends to send the letters out on December 22, 2006.

**Next Board Meeting:** The date of the next Telephone Conference Call Meeting was set for Wednesday, January 24, 2007 at 9:00 a.m. (PST), 12:00 Noon (EST). This will be the last Conference Call Meeting before the Annual Meeting on February 8, 2007.

Respectfully submitted  
this 17<sup>th</sup> day of January, 2007.

Elaine M. Bixler  
Secretary

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