

**Association of Corporate Counsel  
Louisiana Chapter**

**Minutes  
Board of Directors Meeting  
February 1, 2018**

The Board of Directors of the Louisiana Chapter of the Association of Corporate Counsel held a regular Board meeting on February 1, 2018, at the offices of Laitram, LLC., 200 Laitram Lane, Harahan, Louisiana.

Present: Molly Vigour, President; Joni A. Johnson, Vice President; Kimberly Theriot-Smith, Treasurer; Daniel LaGrone, Secretary; Jim Moran; John H. Fenner

Absent: Clay Beery; Jose Corrada; Kurt Duncan; Edmund Giering; Franck LaBiche; Alex Pucheu; and Sophia Ryan

**I. Call to Order**

Ms. Vigour called the meeting to order.

**II. Review and Approval of Board Minutes of November 2, 2017**

Upon a motion made and duly seconded, the Board approved the minutes of the November 2, 2017 Board Meeting, attached hereto.

**III. Financial Reports**

Ms. Theriot-Smith and Mr. Moran presented the financial reports for the Chapter.

The Balance Sheet, as of January 30, 2018, reflects Total Assets of \$33,043, which is consistent with the checking account balance found in the Checkbook Register. The Profit and Loss Statement through January 30, 2018 reflects income from law firm sponsorships, fees received for attendance at Chapter CLEs, ACC Membership Rebates, and proceeds from the jointly sponsored CLE with Loyola in 2017. The Profit and Loss Statement reflects expenses in fiscal period for attendance at the ACC annual meeting, for certain pro bono causes, and for miscellaneous matters. Revenues in excess of Expenses for the fiscal period [October 1, 2017 through September 30, 2018], thus far, are \$12,116 against a budgeted total loss \$5,470 for the full fiscal period.

The Profit and Loss Budget vs. Actual Report reflect variances from the budget. Additional revenue from firm sponsorships and from Chapter Membership rebates are budgeted; and the Board still expects that the Chapter will receive these funds. The largest budgeted expense – scholarships [\$12,000] -- have not yet been made in this fiscal period. In general, the Chapter appears to be on target to end the year “on budget.”

#### **IV. Old Business**

##### *a. Program and Sponsorships Committee*

###### *(i) Sponsorships*

Ms. Johnson and Ms. Vigour reported on the 2017 Sponsorships, which were accepted by the Chapter.  
Premiere sponsors: Fisher Phillips; Ogletree Deakins  
Gold sponsors: Deutsch Kerrigan; Ware Immigration; Baldwin Haspel; Phelps Dunbar; Carver Darden;  
and Stone Pigman  
Silver sponsor: Kean Miller.

###### *ii. Past CLE and Events*

Since the previous Board meeting, the Chapter hosted the following events:

November 17, 2017. Elkins, PLC -- Cybersecurity CLE at Palace Café

December 1, 2017. Ogletree Deakins --“Last Chance” CLE at Delmonico’s

December 8, 2017. Phelps Dunbar -- “Last Chance” CLE at Juban’s in Baton Rouge

December 13, 2017. Chapter Holiday Luncheon at Mr. B’s, sponsored by Ogletree Deakins

###### *iii. Upcoming CLE and Events*

The following events are slated for the first six months of the year:

February 28, 2018. Ware Immigration – CLE at Ralph’s on the Park

March 21, 2018. Baldwin Haspel -- CLE at Ralphs on the Park

April 11, 2018. Fisher Phillips -- CLE at Ruth’s Chris in Metairie

April 27, 2018. Ogletree Deakins -- Jazz Fest CLE

May 2018. “Mini MBA Day” at Tulane Freeman School

June 2018. Deutsch Kerrigan – CLE in New Orleans

June 2018. Phelps Dunbar -- CLE in Baton Rouge

*b. Membership Committee Reports*

Ms. Smith provided a report regarding the efforts to recruit membership during 2017; and she discussed plans for retaining membership, including personal communications to members who have not yet renewed ACC membership for 2018.

*c. Scholarship Committee Reports.*

Ms. Vigour reported that Mr. Giering is expected to attend the LSU Law Center Scholarship Reception, on March 27, 2018, where recognition will be extended to the recipient of the Chapter's scholarship for Business Law Excellence. The Board has budgeted again this year for four scholarship awards.

*d. Public Relations*

Mr. LaGrone reported that Louisiana Chapter published newsletters for the 2<sup>nd</sup> and 4<sup>th</sup> Quarter of 2017; and he proposed to prepare newsletters for the 2<sup>nd</sup> and 4<sup>th</sup> Quarter again, this year. He also reported that the Louisiana Bar Journal would be publishing a news item in the February/March 2018 edition, which focuses on the Chapter's scholarship program.

*e. Pro Bono/Donations/Diversity*

Ms. Vigour reported the Chapter was recognized as a sponsor at the Louisiana Appleseed Gala, which was held January 18, 2017; and the Chapter will be recognized in other events in the upcoming weeks on account of the Chapter's pro bono support, including the Southeast Louisiana Legal Services 50<sup>th</sup> Anniversary Year [February 19, 2018] event and the Louisiana Bar Foundation 32<sup>nd</sup> Annual Fellows Gala [April 20, 2018]. Additionally, Southeast Louisiana Legal Services will host another "Wills for Heroes Event" [February 24, 2018], funded in part with the Chapter's contributions.

**V. New Business**

Ms. Vigour asked the Board to consider succession planning for the Board, as her term as president will end this year. The Chapter does not currently have a president-elect. Additionally, she shared information on the ACC's 5 year strategic plan, including the national organization's "Seat at the Table" strategic focus, which advocates for inclusion of the general counsel as part of the executive team with direct access to the Board of Directors.

Ms. Vigour also alerted the Board to the activities of the Access to Justice Commission, which is promoting awareness of the need for continued governmental resources dedicated to free or subsidized

legal services for low and middle income individuals in civil matters, including continued funding of the Legal Services Corporation.

Finally, Ms. Vigour reported that, in December, the Chapter made a grant application to the ACC to fund a "Mini MBA Day" for Chapter membership. Ms. Vigour reported that ACC had indicated that the application would be granted. Ms. Vigour is working with Tulane's Freeman School of Business to design the program, which is expected to be held at Tulane in May 2017.

## VI. Closing

The next Board Meeting was scheduled for March 8<sup>th</sup> at a place to be determined.

There being no further business, the meeting was adjourned.



Daniel LaGrone, Secretary