

**Association of Corporate Counsel  
Louisiana Chapter**

**Minutes  
Board of Directors Meeting  
April 23, 2019**

The Board of Directors of the Louisiana Chapter of the Association of Corporate Counsel held a telephonic Board meeting on April 23, 2019.

**Present:** Kimberly Theriot-Smith, President; Joni A. Johnson, Vice President; Daniel LaGrone, Secretary; Kurt Duncan, Treasurer; Molly Vigour, Past President; Jose Corrada ; Sophia Ryan; Katy Wittman

**Absent:** Alex Pucheu; Franck LaBiche; Edmund Giering; John H. Fenner; Jeff Peters

**I. Call to Order**

Ms. Theriot- Smith called the meeting to order.

**II. Review and Approval of Board Minutes of January 31, 2019**

Upon a motion made and duly seconded, the Board approved the minutes of the January 31, 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 April 5th, the Chapter had \$19,560 in receipts. \$14,500 of the receipts were from law firm sponsorships; this income from sponsorships is \$4,000 less than budget. Ms. Vigour indicated that there is potentially additional revenue from a sponsorship under consideration by Jones Walker. Other receipts are roughly in line with budgeted revenue, except that Chapter Membership Rebates from the National Organization are expected to be below budget.

During the fiscal period, the Chapter has paid expenses of \$9,784, which were largely in line with budgeted expense items. Significant expenditures budgeted for the fiscal period, but not yet made, include \$12,000 in scholarships and a \$5,000 donation to the Pro Bono Project.

The balance sheet for the chapter, as of April 8, 2019, reflects total assets of \$26,030, comprised of the balance in the Chapter's checking account. In view of budgeted expenses still to be paid in the fiscal period and limited expectations for significant amounts of additional revenue, the Chapter assets at the end of the fiscal period are projected to be below \$10,000. The Board will monitor the balance; and structural adjustments to the budget will be considered in the next budget planning cycle.

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

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

Ms. Vigour reported on the sponsorships secured for 2019. Sponsorship were secured from Baldwin Haspel, Deutsch Kerrigan, Fisher Philips, Kean Miller, Litchfield Cavo, Ogletree Deakins, Ware Immigration, and Phelps Dunbar. Jones Walker has also expressed an interest in serving as a sponsor.

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

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

*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*

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

Ms. Johnson reported on upcoming events.

*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 (probably June) and Litchfield Cavo (probably October) have not yet been specifically scheduled. Phelps Dunbar plans to hold a CLE on November 14th. Kean Miller has expressed interest in hosting a social function. Ogletree is slated to provide a Last Chance CLE in December; and Fisher Phillips is slated to sponsor the Chapter's Holiday Party.

##### **d. Unscheduled Programs and Ideas for Increased Attendance.**

The Board considered ways to add value to a member's experience in Chapter events. Noting that a professional quality photograph for use in biographies and social media could be of value to members, the Program and Sponsorship Committee will consider whether the Chapter is in a position to arrange such photographs for the members in conjunction with a Chapter event.

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

The Chapter will participate in ACC National's "Global Membership Month" by promoting a mini-MBA program through the Chapter as a recruitment tool. Mr. LaGrone indicated he would develop for the Board's consideration a recruiting letter that could be sent to potential members, along with the Chapter newsletter.

## **VI. Public Relations Committee**

Mr. LaGrone reported that intends to prepare a newsletter for the 3<sup>rd</sup> and 4<sup>th</sup> quarter of 2019. The third quarter was chosen, rather than the second quarter, because the later publication date would allow the Chapter to highlight its late Spring events in the newsletter.

## **VII. Scholarship Committee**

Mr. Giering was unable to attend the meeting, but he provided a written report in advance. Max Roberts was this year's recipient of the ACC Corporate and Business Law Excellence Annual Award from the LSU Law Center. Mr. Giering represented the Chapter at LSU's reception for scholarship recipients held March 12, 2019. Whitney Antoine was the 2018 recipient of the Award, as selected by the Southern University Law Center.

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

Ms. Vigour represented the Chapter at the Bar Foundation's 33<sup>rd</sup> Annual Fellows Gala on April 5<sup>th</sup>. Ms. Theriot-Smith indicated that the BTNEP March Grass Planting has been scheduled for May 25<sup>th</sup>. Several Board members have signed up; and the event will be publicized to all the membership.

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

### **a. Membership Survey**

Upon reviewing a survey used by the Chapter in the past, the consensus of the Membership Committee was that the survey should be more focused. Ms. Theriot will work with ACC National to refine the survey, which will be more limited in scope. The Board expects greater membership participation if the survey is brief.

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

As Mr. LaBiche was unable to attend the meeting, the report on this old business was deferred.

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

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.

### **d. National ACC Board of Directors.**

Ms. Theriot-Smith indicated that former Chapter president, Jim Moran, declined the Chapter's offer to nominate him to the Board of ACC National. Mr. Moran expressed appreciation for the suggestion but indicated his desire to pursue other interests.

**X. New Business**

**a. Mini-MBA**

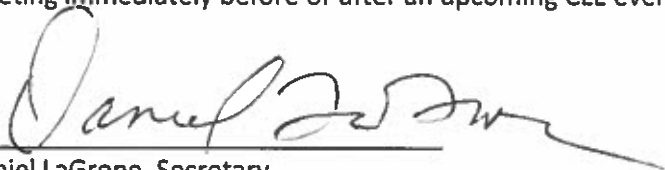
Ms. Vigour, Ms. Whitman and Ms. Johnson volunteered to serve on the ad hoc Mini-MBA Program Committee to work with the University of New Orleans to select a date for the program and to determine the content of the program. The committee will also assess the number of open seats to offer to non-members as part of a recruiting initiative.

**b. ACC Funding For LDI**

Ms. Theriot-Smith reported that ACC National offered to cover the Chapter's expenses for a Board member to attend the Leadership Development Institute to be held this May in Washington D.C. Ms. Wittman has agreed to represent the Chapter at the event.

**d. Next Meeting.**

The date of the next Board Meeting was not set. Board members expressed a preference to hold the meeting immediately before or after an upcoming CLE event, to be determined.



Daniel LaGrone, Secretary