

NEW HAMPSHIRE BAR ASSOCIATION  
SPECIAL BOARD OF GOVERNORS MEETING  
Tuesday, February 6, 2018  
**MINUTES**

Present for all or part of the meeting were:

Scott H. Harris	Kristin G. Fields
David W. McGrath	Richard C. Guerriero, Jr. (phone)
Edward D. Philpot Jr.	Daniel E. Will
Peter E. Hutchins	Cathy E. Shanelaris
Robert R. Howard, III	Adam P. Pignatelli (phone)
John A. Curran (phone)	Lanea A. Witkus
Jonathan M. Eck	Denice DeStefano
Christopher T. Regan	Joanne Hinnendael
Paul W. Chant (phone)	Paula Lewis
Sandra L. Cabrera (phone)	Virginia Martin
J. Christopher Marshall	Jennifer Pinckney
Danielle Vanderzanden	Deborah J. Hawkins

A meeting notice reminder, and related materials were emailed February 1<sup>st</sup>. Unless otherwise noted, all motions reported are deemed to have been appropriately proposed, seconded and voted upon by those present.

A. Call to Order Scott Harris

The special session of the February 6, 2018 Board of Governors meeting was called to order by President Scot Harris at 4:43 p.m.

**DISCUSSION ITEMS:**

B. Draft Executive Director Job Description

The Board reviewed and discussed the job description drafted by the Executive Committee of the Board. Changes were captured by the Acting Executive Director, who will revise the job description and circulate to the Board.

C. Search Committee

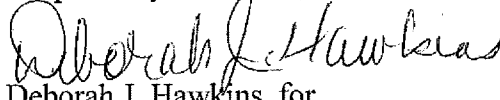
There was a discussion regarding the search committee and the search process. It was the consensus of the Board to add at least two additional members to the search committee to better reflect the make-up of the membership (solo/small firm representation and small counties).

It was also agreed that Board members and Management Staff would have the opportunity to review all resumes if desired.

**ADJOURNMENT**

The February 6, 2018 Special Board of Governors Meeting adjourned at 6:00 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Deborah J. Hawkins". The signature is written in black ink and is positioned above the printed name.

Deborah J. Hawkins, for  
Robert R. Howard, III, Secretary