

NEW HAMPSHIRE BAR ASSOCIATION
BOARD OF GOVERNORS MEETING

May 19, 2016

Bar Center – Concord, NH

4:00 p.m.

MINUTES

Present for all or part of the meeting were:

Mary E. Tenn	James Shepard
Scott H. Harris	Edward T. Clancy
Peter E. Hutchins	Lanea A. Witkus
Lisa Wellman-Ally (by phone)	Kate Mahan
John Curran	Jeannine L. McCoy
Jonathan M. Eck	Denice DeStefano
Christopher T. Regan	Joanne Hinnendael
Paul Chant	Virginia A. Martin
Dani Vanderzanden (by phone)	Daniel R. Wise
Sandra Cabrera	Paula D. Lewis
Ora Schwartzberg	Debbie Hawkins
David McGrath	Kristen E. Senz
Catherine Shanelaris	

A meeting notice reminder was emailed May 13th. An agenda and related materials were distributed May 13th and 16th. The Agenda is duplicated below in order of consideration of agenda items. Unless otherwise noted, all motions reported are deemed to have been appropriately proposed, seconded and voted upon by those present.

REGULAR BUSINESS

A. Call to Order

The regular session of the May 19, 2016 Board of Governors meeting was called to order at 4:07 p.m. by President Mary Tenn.

PRESENTATION / DISCUSSION / ACTION ITEMS

B. E-Courts, Status Update

Chris Keating, Director, Administrative Office of the Courts, Gina Belmont, Circuit Court Administrator, and Karen Gorham, Superior Court Administrator updated the Board on the E-Court implementation. To date there have been 14,000 cases filed through the system. The case types currently filed in this manner are small claims and guardianship. They are working toward including other case types, and there was discussion about this process. They hope to have civil cases in Superior Court included in the system by early 2017. Ms. Gorham shared that they are working toward including estate cases filed in circuit court in the system as well. Other pieces of the project currently in the works are improving the judge's tools, as well as providing electronic access for parties involved in the case. Ms. Belmont shared that their office welcomes input from attorneys, and they are conducting some

focus groups as well as using a Survey Monkey tool to gather feedback from users. It was suggested by President Tenn that the NHBA could assist by partnering with the AOC to facilitate training at the Bar Center on the E-court system.

C. Campaign to Change Direction

John Broderick spoke about this initiative. It is a national campaign whose goal is to make the 5 most common signs of mental illness as well-known as those of heart attack or stroke. Judge Broderick shared the story of how he became the person spearheading this project in New Hampshire. It is important to work towards eliminating the stigma of mental illness, he said. Half of all mental illness appears before the age of 14, and two thirds by the age of 24. Judge Broderick is asking the Board to help encourage engagement and public discussion on these issues. This initiative will be launched at an event on Monday, May 23rd at 10:00 a.m. at the Statehouse, and he encourages Board members to attend. There will also be upcoming forums in Concord and Manchester.

D. Bar Foundation Report

Vice President Scott Harris informed the Board of the reinvigorated Bar Foundation Fellows program. Its purpose is to raise money and provide volunteer assistance with the charitable aims of the Bar; programs such as civics education, legal services and the administration of justice.

E. Approval of the 2016 – 2017 Budget

Treasurer Peter Hutchins presented the NHBA 2016-17 budget for the Board's consideration. He highlighted some of changes from the 2015-16 budget, reviewed the proposed capital budget and a proposal for contribution into the Association's condo property reserve.

ACTION

On Motion to accept the Finance Committee's recommended budget as presented, including the NHBA 2016-2017 budget, the capital expenditures, and the proposal for moving money into the NHBA condo property reserve (for 2 Pillsbury Suite 300 and the Lower Level conference space). PASSED.

Unanimous.

F. Sullivan County Board Seat Appointment

Scott Harris reported that Anthony Lenhart is willing to serve. No one submitted an election petition for the Sullivan County seat and no one received the requisite number of write-in votes (10). According to the NHBA Constitution and Bylaws, the Board of Governors appoints a member to fill the seat for a one year special term, and the appointee may run for a one-year, special term to be on the ballot at the next election, in April of 2017. These special terms do not count toward the term limit of two, two-year terms for county governors.

ACTION

On motion to appoint Anthony Lenhart to fill the Sullivan County Governor seat for a one year special term. PASSED. Unanimous.

G. Board Waiver Subcommittee

- Approval of Revised Dues Waiver Process

There is now a “hard” limit for waiver requests due to the changes made with the compliance consolidation initiative. Members have 60 days from June 1st to apply for a dues waiver. There may be some exception to this “hard” limit, but due to the initiative to have all annual license requirements on a unified and condensed timetable, exceptions must be extremely limited.

ACTION

On motion to approve Revised Dues Waiver Process as presented. PASSED. Unanimous.

- 2 Volunteers for the Dues Waiver Subcommittee to replace those going off the Board (Lanea & Ted)

This is a three member committee. Most of the work is done via email and phone. Jim Shephard will remain on the committee. There were no volunteers. Mary Tenn will work with Jim Shephard to seek recruits.

H. President’s Report

- Annual Meeting

President Tenn spoke about the rescheduling of the Annual meeting to October 28th at the Sheraton Harborside in Portsmouth.

- Other

President Tenn shared the plans for the upcoming Bar year without a President. The NHBA Constitution and Bylaws state that the President-Elect fulfills the duties if there is a vacancy in the office of the President. President-Elect Harris will delegate some of the duties. The officer group will cover some. President Tenn asked for Board members assistance in covering some of the duties, such as the Bar News column, swearing-in ceremonies, and local and county bar meeting participation. There will be sign-up sheets at the June meeting.

I. Executive Director’s Report

- Compliance Consolidation Update

Jeannine McCoy updated the Board on the 3-1-1 attorney license renewal process. The launch date is June 1, when members will receive the email with the NHBA Dues and Supreme Court Fees invoices and reminders of the other annual steps. This process includes the introduction of the new member dashboard, where compliance status can be checked. There will be a “soft” launch of the dashboard feature prior to June 1. Jeannine spoke about the cross collaboration that has taken place on this project. There has been a large information campaign, including CLE workshops on the new process, attended by 169 members so far, with over 30 expected at a replay on 5/20. Bar staff participated in a full membership mailing to all members (approx.. 8000 pieces). YouTube video tutorials have also been created. Future plans include working with local and county bar associations to provide several ‘how to’ clinics around the state.

- Member Survey – next steps

The May 4th Board work session was discussed. A summary of the feedback compiled was distributed to the Board. The plan is to set up a meeting with leadership of NHBA committees and sections to share survey results, and bring the feedback from this meeting to the Board orientation in August. The goal is to come out of the August Board orientation with a work plan to move the organization forward, including definition of metrics to be used to measure progress.

- Board Orientation will be held on August 18, 2016 at the Sheraton Harborside in Portsmouth. More details to follow.

REGULAR BUSINESS

J. State Update

- Dan Wise, Director of Communications announced that he will be leaving in the fall to pursue a career change. He has been with the NHBA for 20 years.
- Judge John Pendleton has begun hearing cases in Carroll County.
- The Grafton County Bar Association spring meeting was held on May 18th. There were over 60 people in attendance.
- The Hon. James Leary will be presented with the Ted Jordan award at an award dinner organized by the Nashua Bar Association on May 25th.
- Reminder about the Pro Bono dues check off – please donate.
- NHBA finance department will email the link to the beta version of the new online TAC form. Please review and give feedback to Paula.
- The NHBA committee appointment process is underway.
- Contract with the Radisson for MYM 2017 is being finalized. They will be undergoing renovations that they hope will be completed by the date of the MYM.
- Chris Regan asks that the Board review the Court Security Access report sent with the Board materials and email their response to his question at the end of the report
- The newly created Communications Advisory Council held their first meeting on May 18th.

REGULAR BUSINESS – CONSENT ITEMS

K. Membership Status Changes for May 2016

The Board received the membership status changes, which are attached as a permanent part of these minutes.

L. Minutes of April 21, 2016 Meeting – accepted as presented.

M. Pro Bono Board Appointments

Ginny Martin

Appointments

Judith Fairelough – Orr and Reno, PA, Concord, for a 3-year term: 6/2016 – 6/2019

James A. Shepard – Law Offices of James A. Shepard, for a 3-year term: 6/2014 – 6/2017

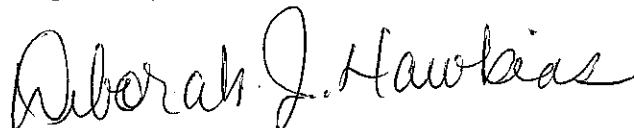
ACTION

On motion to accept the consent items. PASSED. Unanimously.

N. ADJOURNMENT

The May 19, 2016 Board of Governors meeting adjourned at 6:10 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Deborah J. Hawkins".

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

DUES & COURT FEES WAIVER PROCESS

Initially Approved by the Board of Governors March 6, 2014

Revised Process Approved by the Board of Governors May 19, 2016

Any member of NHBA suffering a serious hardship may apply for partial or full dues assistance for NHBA dues and mandatory Court fees, **provided the request is made within sixty (60) days of the membership dues billing.** Examples of hardship include but are not limited to prolonged periods of unemployment with proof of resulting economic hardship, costly medical problems and other serious financial issues.

The **Dues & Court Fees Assistance Application and Financial Form must be submitted to the Bar Association within 60 days of the invoice date.** This applies to the annual dues mailings in June and to those dues invoices mailed to new admits at other times during the year.

As a result of the new compliance consolidation process approved by the Court, waiver requests made outside of the 60-days of the invoice date requirement will have to be eliminated for all but the most extreme situations.

Limited Active Membership Status – The NHBA Board of Governors reserves the right to grant and rescind Limited Active Membership Status, and strongly encourages members requesting or maintaining this membership status to volunteer for approved civil legal services through one or more of the below named entities for a minimum of 40 hours per year.

Limited Active Membership Status for unpaid volunteer pro bono service through the NHBA Pro Bono Referral System, the Legal Advice and Referral Center (LARC), NH Legal Assistance (NHLA), and Disabilities Rights Center-NH (DRC). Members who are otherwise not engaged in the practice of law in any jurisdiction, or who occupy a position the duties of which do not require the giving of legal advice or services in New Hampshire or any other jurisdiction, are eligible to request Limited Active Membership Status for pro bono legal services for the sole purpose of providing unpaid volunteer civil pro bono legal services to the indigent. As annually certified, by April 20th, by the Director of the named entity.

Staff will prepare a summary sheet for each request, identified only by NH Bar ID #, and clipped that to the outside of the member's folder (which contains supporting documentation and any previous correspondence).

A Board Subcommittee of three (3) members will receive the summary sheet for each member requesting a waiver a week before a scheduled Board Meeting.

The Board Subcommittee will meet as a group prior to the Board meeting so that they may review the Financial Form and any additional supporting documentation in the member folder.

ALL APPLICATIONS ARE CONFIDENTIAL and the information will not be shared outside the decision making process.

The Board Subcommittee will then make their recommendation on each waiver request to the full Board at the upcoming Board meeting.

Staff will send correspondence to each member advising them if their waiver was granted or denied by the Board.

Members who subsequently request more information about consideration of their particular situation will be contacted by a designated member of the subcommittee.

NEW HAMPSHIRE BAR ASSOCIATION

Membership Status Changes

Presented to the Board of Governors May 19, 2016

Active to INACTIVE

266588 Burke, Kevin J., Mansfield, MA (effective April 28, 2016)
11261 Conway, Joseph D., Everett, MA (effective April 30, 2016)
16493 Donovan, Abigail B., Washington, DC (effective April 19, 2016)
265833 Gilbert, Timothy Ray, Ashmore, IL (effective May 1, 2016)
10007 Homan, Judith L., Port Matilda, PA (effective April 26, 2016)
16464 Kowalewski, Melissa A., Merrimack, NH (effective April 26, 2016)
20957 Lavallee, Thomas R., Bend, OR (effective May 1, 2016)
18640 Lewis, Geoffrey S., Bridgton, ME (effective April 28, 2016)
1618 Marshall, David W., Henniker, NH (effective May 30, 2016)
266223 Mortensen-Nemore, Eric P., Somerville, MA (effective May 10, 2016)
2040 Platt, Timo, Portsmouth, NH (effective April 22, 2016)
20917 Rogers, Jamie A., Pelham, NH (effective May 12, 2016)
264865 Romeo-Boles, Ashley J., Soulsbyville, CA (effective May 1, 2016)
2880 Rothfelder, Martin C., Westfield, NJ (effective May 1, 2016)
2269 Schierberl, Alice, Portsmouth, NH (effective April 22, 2016)
20131 Schroadter, Susanna G., Newmarket, NH (effective April 28, 2016)
266759 Schulman, Jonathan L., Humarock, MA (effective April 20, 2016)
14248 Teczar, Mary L., Salem, NH (effective April 26, 2016)
10076 Walker, Lisa S., Manchester, NH (effective May 13, 2016)
17775 Wilson, Susan M., Hampstead, NH (effective May 12, 2016)

Active to INACTIVE RETIRED

225 Cuningham, Thomas M., Newmarket, NH (effective May 12, 2016)
957 Goodnow, Donald D., Concord, NH (effective May 2, 2016)
1028 Grimstad, Paul T., Darlington, MD (effective May 1, 2016)
9377 Seibert, Jane H., Little Silver, NJ (effective April 18, 2016)
2456 Stodolski, Janina, Vero Beach, FL (effective April 22, 2016)
2464 Sullivan, C. Wilson, Wellfleet, MA (effective May 10, 2016)

Active to PRO BONO ACTIVE

21132 Fisher, John W., Nashua, NH (effective April 18, 2016)

Active to RESIGNED

20291 Zerola, Paul F., Weston, MA (effective May 6, 2016)

Active to MILITARY ACTIVE

18897 Alexander, Jonathan W., Newport, NH (effective April 28, 2016)

Active to **HONORARY ACTIVE** (effective June 1, 2016)

702 Dunn, William H., Claremont, NH
1153 Higgins, James E., Manchester, NH
1679 McEachern, Paul, Portsmouth, NH
10570 Merritt, Thomas B., Littleton, NH
1787 Monson, John R., Manchester, NH
2203 Rotch, Peter B., Manchester, NH
2330 Shillaber, C. Russell, Rochester, NH
2401 Souter, David H., Concord, NH

Honorary Active to **HONORARY INACTIVE**

483 Connor, James A., Manchester, NH (effective April 28, 2016)

Inactive to **INACTIVE RETIRED**

7877 Colt, Susannah, Warner, NH (effective May 10, 2016)
13117 D'Alessandro, William A., Amherst, NH (effective April 26, 2016)
1036 Gross, Robert D., Washington, DC (effective May 1, 2016)
14467 Lenz, Patricia Ann, New Castle, NH (effective April 19, 2016)
10267 Parish, Henry B., Concord, NH (effective May 10, 2016)

Inactive to **HONORARY INACTIVE** (effective June 1, 2016)

47 Bossie, Robert F., Bedford, NH
2008 Perry, Spence W., McConnellsburg, PA

Inactive to **RESIGNED**

17653 Bedard, Barbara A., Waterbury, VT (effective April 26, 2016)
9045 Gibbs, James David, Brentwood, TN (effective May 1, 2016)

Inactive Retired to **INACTIVE**

16523 Ripp, William G., Melville, NY (effective April 28, 2016)

Inactive Retired to **DECEASED**

1713 McLetchie, Erland, Ossipee, NH (effective May 1, 2016)

Inactive Retired to **Military Inactive**

16884 Winter, Mark J., South Freeport, ME (effective April 26, 2016)

Honorary Active to **DECEASED**

266 Catalfo, Alfred, Gatlinburg, TN (effective April 14, 2016)

Honorary Inactive to **DECEASED**

112 Carroll, Joan L., Derry, NH (effective April 4, 2016)

Inactive Retired to **HONORARY INACTIVE** (effective June 1, 2016)

803 Fisichella, Angelo R., St. Augustine, FL

1014 Gregory, O. Lee, The Villages, FL

1022 Griffith, John P., Wilton, NH

1240 Ingram, Donald A., North Haven, CT

1821 Muirhead, James R., Manchester, NH

Inactive Retired to **RESIGNED**

1926 O'Shea, John D., Southport, ME (effective April 22, 2016)

