

## **WAWCA Meeting Minutes July 24, 2013**

In attendance were Cathy Lake, Patricia Sandoz, Ryan O'Connor, John Jokela, Mark Parman, Mark McGillis, Curis Lien Cherie Gon, Charlie Domer, Tom Landowski, Chelsie Allan and Dan Arndt. The meeting was called to order at 6:02pm.

The Treasurer's report was presented showing a balance of \$33,379.97. Per Cathy Lake, there are no additional expenses but there may be more money to add to the balance with incoming dues and fees. Mark Parman mentioned that we still have a payment to make to the productivity source.

Patricia Sandoz inquired as to whether there is an issue with vendors at the upcoming seminar. Cathy Lake reported that we have 5 vendors this year which is about average and noted that the attorneys attending the seminars do not want to visit with vendors and so we cannot expect additional vendors. There have been many vendors who are unhappy with attendance at booths. Cathy Lake suggested that everyone thank the vendors for coming to try to get them to continue to attend. Mark Parman pointed out that if more people attend the seminars then we will get more vendors.

Motion to approve Treasurer's report from Dan Arndt with a second by Ryan O'Connor. The motion passed with no objections.

For future board meetings, the option to conduct them by telephone would require everyone to call into a conference call through AT&T. We need a service to accompany 15 call lines at one time.

With regards to future seminar dates, it was noted that attendance has been down the last few years. Cathy Lake said seminar attendance vacillates between 90 and 120 attendees. Cherie Gon suggested a Wednesday seminar to help with people leaving on vacations early but that may disrupt the Department calendar. The Board believes a Friday would be very poorly attended. Cherie mentioned that including ethics in every seminar will help to continue to increase attendance. John Jokela discussed potential topics for future seminars and suggested that maybe we try to come up with topic themes rather than a hodge podge of topics. Cathy Lake mentioned that we have historically let the co-chairs pick the topics. Tom Landowski suggested two possible topics or themes for one seminar so as not to overload the audience on one topic.

The Spring seminar was very well attended and had great reviews about the topics.

Spring Seminar co-chairs for next year will be Susan Larson and Josh Turim and the seminar is scheduled for February 27, 2014. Tom Landowski will provide the co-chairs with past seminar topics so that they are aware of what has been covered and who has presented in the past.

Another thought regarding attendance is that with webinars and online seminars it is just

tough to get people to drive to Madison. Tom Landowski mentioned that we may start generating income off the website which may allow us to offset the costs of the attendance at the seminar. A new location was also mentioned as an option but many members noted that different locations have been tried in the past and have not worked out. It was mentioned that we should start sending out notice of the date of future seminars as soon as possible so increase attendance.

Scholarship winners were Erin Barky, Sharunda Owens and Brad Dennis. Sharunda is the only one that can attend the seminar.

The next topic is the website: Tom Landowski noted that we could still tweak the website but can't change function or coding. Spelling errors can also be changed. The website launched over the weekend. The website committee tried to make it easy to navigate and have organized it by topic. The old website was content-rich and most of that content is now accessed through the top toolbar. The latest news runs down the center with the goal to keep that information fresh which will help make the site successful. We will need to expand to 4 people working on the website to keep it current and accept new news from members. The left sidebar shows information regarding the seminar and free advertising for seminar sponsors. Tom Landowski suggested that the website editorial board should address rules as to how long the advertisements stay on the website. We still have the streaming information running across the top. On the right side there are shortcuts to frequently used links. Every tab across the top has a drop down menu with additional options. We still need a mission statement. Information on the rest of the links has been updated. Mark Parman provided a current copy of the by-laws to add to the website. There is also a place to pay dues and register for the seminar on the website. The Legal Research tab allows you to search LIRC cases, along with past case law updates from prior seminars, Wisconsin court cases, WisBar, etc... It also has an index which includes a list of every presentation that has ever been presented at a past WAWCA seminar.

Tom Landowski mentioned that he believes he can solve the problem with allowing members to check their membership status on the website and he is working on that.

The meeting concluded at 7pm.