

LAWYERS CONCERNED FOR LAWYERS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

SEPTEMBER 21, 2023

7:30 A.M.

VIA ZOOM VIDEOCONFERENCE AND AT THE LCL OFFICE

The Directors in attendance included: Chair Andrew Mohring, Chair-Elect Jennifer Anderson, Secretary Amanda Harrington, Treasurer Katherine MacKinnon, Past-Chair Caitlinrose Fisher, Kendra Brodin, Howard Carp, Benjamin Carpenter, Edward Cassidy, Grace Chanin, Paul Cornick, Hon. Donovan Frank, Kris Fredrick, Matt Holson, Justin Page, Vincent Pham, Reen Reinhardt, Jude Schmidt, and Jordan Vassel.

Directors absent: Hon. Tim Carey, Hon. Martin Fallon, Hon. Lawrence Johnson, Lisa Lodin, and Dr. Jennifer Waltman.

Executive Director Joan Bibelhausen and Administrative Assistant Annette Erbst were also present.

Chair Mohring called the meeting to order at **7:30 a.m.** A quorum was reached at that time.

Items Requiring Board Action/Discussion:

Approval of Minutes

Financial Statements for July and August

LCL Audit

LCL Breakfast

Diversion Advisory Committee

Practice Leave Comment Period

Succession Planning Update

Trauma Response Plan

LCL Committee Reports

ITEMS OF BUSINESS

- 1. APPROVAL OF THE July 20, 2023, REGULAR MINUTES.** Upon a motion made by Matt Holson, seconded by Grace Chanin, the Minutes of the July 20, 2023, regular meeting were approved.
- 2. Treasurer's Report.** Chair Mohring thanked Kate MacKinnon for the depth of the work she is performing as the LCL treasurer. MacKinnon reported that the organization is doing well. The organization has reached the threshold where an audit is now required by the state, rather than a financial review. The accounting firm LCL uses has been acquired by another firm and has provided an engagement letter for the 2022-2023 audit. Motion to approve financial statements by Grace Chanin, second by Matt Holson. Motion carried.

Chair Mohring addressed the possibility of issuing an RFP for accounting services beginning with the 2023-24 audit. Motion to approve the engagement letter and executive director's signature by Katherine MacKinnon. Second by Kendra Brodin. There was no further discussion. Motion carried.

- 3. Chair's Report.** Chair Mohring provided a progress report on LCL's engagement of Propel Nonprofits to assist in the transition process for LCL's executive director.

- 4. Executive Director's Report.** Joan Bibelhausen reported that LCL served 39 clients in the previous month. Presentations and other activities from the previous two months are on the board portal.

LCL Breakfast. Bibelhausen reported on the 2024 Stepping Up Breakfast Committee discussions, including theme, speaker, topic, and venue. Windows on Minnesota has been selected as the venue.

Motion to approve moving forward with Windows on Minnesota as the venue for the 2024 Stepping Up Breakfast by Kendra Brodin, second by Katherine MacKinnon. Friendly amendment to authorize Joan to sign the contract was accepted and seconded. There was no further discussion. Motion carried.

Practice Leave Proposal. The State Bar Association submitted a petition to the MN Supreme Court to adopt a practice leave policy. This policy would provide a means to request a possible leave of up to 90 days for various health reasons, including mental health, and the Supreme Court issued an order to open a comment period. The board discussed whether LCL should make a comment regarding the mental health benefits of this proposed policy. Motion to approve LCL's submission of a comment moved by Jennifer Anderson. Seconded by Kris Fredrick. Motion passed, 18 votes in favor and 1 abstention.

Diversion Advisory Committee. The ABA reviewed the OLPR and made many recommendations. This includes the establishment of a diversion program, in lieu of discipline, for attorneys who are facing mental health (including substance use) and other issues. The Supreme Court issued an order establishing an advisory committee to make recommendations for the structure and operations of a diversion system in Minnesota. An LCL staff member has applied for a seat on the advisory committee.

Succession Plan. The MSBA Professional Rules Committee is meeting to develop guidelines for law practice succession planning in Minnesota. An LCL staff member is serving on this committee to help develop policies that would be utilized by attorneys seeking temporary leave or closing a practice due to mental health reasons.

Well-Being Initiatives. Bibelhausen reported on on-going discussions to bring the MN Supreme Court well-being initiative under the MSBA umbrella.

Trauma Response Plan. LCL was part of an effort to support the profession with listening sessions, support, and other resources following the death of George Floyd. LCL and other organizations have been asked to sign onto a trauma response plan so that resources can be mobilized promptly. After a brief discussion, due to time considerations, the decision was made to provide information to the board in a follow-up email.

Give to the Max Day will be Thursday, November 16th. LCL requests that board members make a personally significant contribution. Board pledges can be used to create a matching opportunity.

- 5. Committee & Task Force Reports.** Kendra Brodin presented the Education and Outreach committee report. The committee met and discussed the outreach materials available on the board portal. The committee decided to continue the work of the board engagement survey from last year.

Chair-Elect Jennifer Anderson replaced Chair Mohring as meeting facilitator due to a time conflict.

Amanda Harrington reported on the Nominations and Governance committee. An initial meeting will be scheduled in the near future.

Grace Chanin presented the Cases and Interventions report. The committee met on August 9th. The next meeting is scheduled for October 24th. Times for the meetings are being discussed. The committee discusses cases and ways to help LCL clients. More committee members are welcome.

Caitlinrose Fisher reported for the Finance and Fundraising Committee. The focus is on the Stepping Up Breakfast. The next Breakfast meeting will be held October 13th.

- 6. Other Business and Upcoming Events.** Upcoming events listed on the agenda were highlighted by Joan Bibelhausen.
- 7. Motion to Adjourn.** Motion to adjourn by Kendra Brodin, second by Grace Chanin. Meeting adjourned at 9:00 a.m.

Respectfully submitted by

Amanda Harrington
Secretary

Minutes recorded by Annette Erbst, Administrative Assistant

Next Regular Meeting: November 16, 2023, 7:30 a.m. Hybrid – in person preferred.