BOARD MEETING MINUTES
State Bar of Nevada - Construction Law Section
August 11, 2008

Present at meeting: Paul Matteoni, Caryn Tijisseling, and Andrea Pressler. Jim Berchtold and Lori Wolk were present via telephone.

I.   Introductions
- A.   Secretary binder to contain: Bylaws, minutes
  - i.   Bylaws turned into State Bar - Paul to locate
  - ii.   Bylaws need to get posted for membership approval.
- B.   Board to review prior month's meeting minutes prior to board meetings

II.   Membership
- A.   Dues Paid: Lori to get new count
- B.   95 notices sent to date
- C.   Additional/future advertising will be conducted as interest calls for
  - i.   Caryn to follow up with Nevada Lawyer
  - ii.   Jim with Communique
  - iii.   Andrea with Writ - check with Chris Centagorta regarding 1/4 page cost for advertising first meeting
- D.   Propose 90 new members by end of 2008.
- E.   Survey by email: Lori to post on website.
  - i.   Use survey monkey?
  - ii.   By end of next week.
  - iii.   Add committee sections separately
  - iv.   Write out what focus reasons for joining are - rank top 3
  - v.   Paul to send survey - online by Sept.
- F.   CL section link on State Bar website.

III.   Financial
- A.   Separate account for section. Bar holds funds. To obtain funds, tell Lori what is needed, she will obtain check.
- B.   Lori will get accounting & forward to Paul.
- C.   Reimbursement form needed for expenses. Need to send form to Lori.
- D.   Bar assists with dues notices.
- E.   Caryn to prepare proposed budget/sample form by next meeting.

IV.   Initial Membership meeting: October 15, noon.
- A.   Physical locations in Reno & LV to connect by videoteleconferencing.
- B.   Lori to advertise/send by e-newsletter, include in CLE advertisement & Writ, Communique & NV Lawyer. Lori to obtain State Bar logo for template.
- C.   Agenda
  - i.   Voting
  - ii.   Goals/direction

   iii. Committee chairs (legislative, membership, CLE, publication)
   iv. Website
  D. Provide snacks

VI. October CLE
  A. Lori to check location - distribute section flyers

VII. Monthly Board Meetings
  A. September 12.