

Thursday August 25, 2016
FBA Transportation & Transportation Security Law Section Monthly Meeting Minutes
Teleconference
Dial-in number: 866-690-2070
Conference Code: 2868441358

I. Call to Order & Roll Call

Meeting called to order at 12:32 pm.

Roll: Alice Koethe, Lisa Harig, Kathy Gainey, Monica Hargrove, Sam Negatu, Hector Huezo, Tom Lehrich, John Wood, Maria and Josh from national, Susan Prosnitz.

Minutes: Alice sent an updated version of the minutes yesterday afternoon with edits sent to her by Dave Bannard. Minutes approved as amended by Dave Bannard.

II. Chair's Report.

Section is being honored at the FBA national meeting next month. In addition, our newsletter is getting an award as well. Alice thanks Maria and Josh for that honor.

Maria introduces Josh Albertson, the new sections and divisions coordinator, to provide support to sections and divisions.

Lawyer of the year reception planning:

- Lisa, Kathy, and Alice updated the request for nominations letter that goes to the transportation leaders. This letter is usually sent via email and also by mail by FBA nationals. Maria and Josh agreed that FBA nationals would handle the printing and mailing of letters and sending out emails. First, the email contact list must be updated. Alice will be on vacation and asked Kathy and Lisa to make sure the letter is revised and gets out next week.
- Sam confirmed the House T&I hearing room for October 13.
- John Wood agreed to arrange catering. He will look to repeat past events.
- Kathy and Lisa will be on the committee to review nominations. John Wood is interested in participating.
- Alice asked Maria how much time is need in advance of ordering the plaques. Maria said that ideally we would have 3 weeks for the vendor to do engraving and get the plaques shipped. That would be approximately September 22, ideally. Maria said we could probably push that date to Sept. 29 and put in a rush order.
- Alice asked that the letters be sent out next week with a deadline of nominations set for midnight of September 21. Hector believed this made sense.

- Alice said that she would schedule the next board meeting for Thursday Sept. 22 to discuss nominations.
- Tom Lehrich looked at House of Rep. master calendar and there is nothing planned for October 13. The House is out in October.
- Hector said that the DC chapter voted to co-sponsor the event in the amount of \$250.
- Maria asked how much the Section plans to charge as an attendance fee for the event? Board members believed that we charged \$25 last year. Maria recommended raising the price slightly. Alice is open to considering a higher fee, but thought it best to mull over the idea for next meeting. Susan's immediate reaction is that it is a push-pull to get people there, and that government employees paying out of pocket presents challenges. She would hesitate to raise the price. Alice thought that \$30 vs. \$25 would not deter people from attending? Monica acknowledged that typically most of the attendees are from the public sector. She suggested the Board look at what kind of money the higher fee would bring in.
- Hector suggested reaching out to another chapter for \$250 would be a way to defer costs. Tom said he would contact the Capitol Hill chapter which sponsored the event last year for either \$200 or \$250. Maria said she would confirm the amount of sponsorship.
- Kathy remembered that a couple of law firms contributed on some level in the past. Steptoe helped out.
- Kathy thinks it is important to get a save the date out to membership ASAP. Kathy and Lisa agreed to get a flier out before the next board meeting.

III. Chair Elect's report (Kathy Gainey)

Kathy is looking for new folks to join the committees. Kathy asked the Board to email her suggestions for folks to join, and she would reach out to them over the next few weeks.

IV. Treasurer's Report

Dave Absent. Prior to the meeting Dave emailed financials to the Board. We have approximately \$4000 in the bank. That should be enough to cover Alice's travel to the national conference and Counsels Reception and Awards expenses.

V. Editor's Report

Steve Absent.

Maria had not heard from Steve recently and she will check in with him. Maria believed that Steve was working on content for the next issue of TransLaw. Alice remembered that Steve had told her that he had everything together for the next issue.

VI. Committee Reports.

None.

VII. New business or Announcements

Lisa Harig will join Stinson Leonard Street's DC office as Partner. Lisa will send out her new contact information to the group.

Meeting Adjourned at 1:08 pm.