

**Federal Bar Association, LGBT Law Section
Board Meeting
Wednesday, November 6, 2019 at 2:00 PM EDT**

In Attendance via teleconference:

Brandon King	John Sellner	Christine Dieter
David Boyles	Mario Choi	Sergio Molina
Laura Mulhern (Natl. Sections & Divisions Mgr.)	Chirag Badlani	

I. CHAIR’S WELCOME (BRANDON)

- Brandon opens the meeting and discusses the videoconference format.

II. APPROVAL OF MINUTES FROM OCTOBER MEETING (DAVID)

- Brandon moves to approve October minutes; Sergio seconds. Minutes are approved without correction.

III. TREASURER’S REPORT (CHRISTINE)

- A. Brandon provides explanation of Treasurer’s report. Explains that the report covers through 8/31/2019.
- Current balance: \$2,028
 - Revenues: \$1,065
 - Generated entirely from member dues.
 - Expenses: \$522
 - General administrative fees to the FBA.
- B. Chirag asks about last year’s update to the process by which smaller sections are charged the annual fees.
- Laura explained that annual fees are \$500 paid in October and April. This amount is determined by the current membership count of the section.

IV. MEMBERSHIP REPORT (MARIO)

- A. Report on latest membership figures and ongoing membership outreach.
- September 2019
 - 9 members listed as due during the period;
 - 3 new members;

- 6 overdue members;
 - Membership report provides list of expiring/coming due memberships two months in advance
- B. Suggest standard policy and scripted emails for reaching to (1) new, (2) past due, (3) coming due, and (4) recently renewed members, using FBA's templates.
 - Mario reports that he ends up sending 3 emails for each expiring member – 2 months out, 1 month out, and once membership has lapsed.
 - Has not received many responses; however, Mario noted that there was at least one member who responded and paid dues as a result of the email reminder.
- C. Possibilities for law firm/other organization outreach based on prior Section campaign.
 - The board discussed drafting a letter to different organizations that might have similar interests. This was a practice that occurred during the first year of the section, but did not continue. We did not recall the costs involved in the exercise.
 - Chirag thought that this could be a good way to grow the group.
 - Laura believes that the section would bear the costs of the mailings. She recommended that we try an electronic mailing and could use a discount code for new FBA memberships.
 - We discussed ways to target the audiences. Potentially could directly contact the heads of diversity groups or LGBT affinity groups within firms.
- D. Adoption of formal Membership Plan, based on FBA template.
 - Brandon will review the materials and put together a draft email; we will discuss next steps.
- E. FBA Membership Challenge.
 - National challenge is a 10% increase in membership. The board believes we are on track to meet or exceed this benchmark.
 - National FBA is offering a 20% discount for new members off of the FBA membership. This would not apply to individual section dues, but could be used to increase the membership.

V. **OUTside INFLUENCE (SERGIO)**

- A. Status of Submissions for Fall/Winter 2019 Issue.
 - Email blast sent out on October 29. Have not received any responses.
 - Deadline November 27.
 - Continuing to put together content, including events that the sections has sponsored.
 - Sergio stated that he was interested in publishing in the newsletter, but expressed

that he wanted board consensus before publishing his own article. The board expressed approval of the idea.

- The board discussed asking people directly who had previously expressed interest in joining the board. Chirag said that he would reach out to those individuals to see if they would be willing to submit anything for the current or future issues.

VI. FUTURE EVENTS (BRANDON)

A. Possible Minneapolis Event (John).

- No updates on this event. John has reached out to the local law school, but has not received any response. Will continue to work to find the right event for a co-sponsorship.

B. Other Event Possibilities.

- Brandon re-emphasized his desire for board members to continue to look for possible events for participation or co-sponsorship.
- Chirag discussed a possible event hosted by NELA or ACS that could lead to a sponsorship. The board generally thought it was a good idea to pursue and get additional information.

VII. NEW BUSINESS (BRANDON)

A. Adding board member bios and headshots to website.

- Brandon encouraged board members to submit bios and headshots for inclusion on the section page. These can be submitted directly to Laura or to Alea (aalaghbari@fedbar.org).

B. Modifications to website.

- Brandon was reviewing the sites for other sections to get ideas for what we could do. There was general agreement that we could update the site, in particular the following areas:
 - Creating “Past Events” tab.
 - Creating “Pro Bono” tab to highlight LGBT-focused pro bono opportunities.
 - Creating “Hot Issues” tab and update on semi-regular basis.
- FBA will be updating the national site in January. As part of this update, there will be some standardization for the section sites. These might include section newsletter, minutes, and bylaws.
- The board decided to wait until the new FBA site is complete to make updates to the section’s website.

C. Interest in establishing LinkedIn/other social media presence.

- The board generally agrees with the idea of further social media presence. Sergio

raised the point that it would be good to first determine what we wanted to achieve and what kind of presence we wanted.

- Our previous presence was a question about the capacity of the board to update the sites appropriately and the amount of content we had to publish.
- Chirag will provide the information for the section's Twitter account.

D. 100 Year Celebration

- This will be held as part of the Midyear Meeting and Leadership Summit. March 18-21, 2020.
 - 3/18/20 – Moot Court
 - 3/19/20 – Capitol Hill Day
 - 3/20/20 – Leadership Summit
 - 3/21/20 – Gala

VIII. NEXT MEETING

Wednesday, December 4, 2019

2:00 PM EDT