

MINUTES

ALABAMA STATE BAR FOUNDATION BOARD OF TRUSTEES MEETING

**State Bar Building
Montgomery, Alabama**

Friday, January 26, 2018

1. CALL TO ORDER

Foundation President Augusta S. Dowd convened this meeting of the Alabama State Bar Foundation Board of Trustees in the board room of the Alabama State Bar building, Montgomery, Alabama.

2. ROLL CALL

The Secretary-Treasurer took the roll of the Board of Trustees and the following trustees were present:

Steven D. Adcock	LaBella S. Alvis	Leslie R. Barineau
Jeffrey L. Bowling	John A. Brinkley, Jr.	William H. Broome
Brannon J. Buck	Daryl Burt	Latisha R. Davis
Diandra S. Debrosse	Michael D. Ermert	Erskine R. Funderburg, Jr.
Monet M. Gaines	Jana Russell Garner	J. Kirkman Garrett
Dana Grimes	H. Thomas Heflin, Jr.	Frederick G. Helmsing, Jr.
Erik Stephen Heninger	Ralph E. Holt	Brett A. King
William R. Lancaster	Karen Laneaux	F. Patrick Loftin
Donald B. Mansell	M. Clay Martin	David Martin
William Randall May	Clint L. Maze	Robert G. Methvin, Jr.
Charles Zachary Moore	Kenneth Moore	Larry W. Morris
J. Flynn Mozingo	J. Levi Nichols	George R. Parker
Manish H. Patel	Taylor T. Perry, Jr.	Les Pittman
Courtney R. Potthoff	Barry A. Ragsdale	Jeanne Dowdle Rasco
James Rebarchak	Donald R. Rhea	R. Cooper Shattuck
Tazewell T. Shepard	Allison O. Skinner	John A. Smyth
John Thomas Stamps	Andrew D. Stanley	Audrey O. Strawbridge
Charles C. Tatum, Jr.	Terri O. Tompkins	Halron W. Turner
C. Gibson Vance	Gregory M. Varner	Hays Webb
Roy W. Williams, Jr.	Thad Yancey, Jr.	

The following trustees were absent:

Emily Baggett	Mark S. Boardman	Robert L. Bowers, Jr.
Robert H. Brogden	Bryan E. Comer	Rebecca DePalma
Jeffery C. Duffey	J. Floyd Langford	Kira Y. Fonteneau
Anne Malatia Glass	Christy Williams Graham	Clinton H. Hyde
Rebekah Keith McKinney	R. Cliff Mendheim	Matthew C. Mitchell
James Lynn Perry		

3. **APPROVAL OF THE MINUTES OF THE OCTOBER 13, 2017 AND DECEMBER 8, 2017 BOARD OF TRUSTEES MEETINGS**

President Dowd stated that the minutes of the Board of Trustees meetings for October 13, 2017 and December 8, 2017 had been transcribed and circulated prior to the meeting. She asked if there were any corrections, additions or deletions. There were none.

TRUSTEE METHVIN MOVED TO APPROVE THE MINUTES OF THE OCTOBER 13, 2017 AND DECEMBER 8, 2017 ALABAMA STATE BAR FOUNDATION BOARD OF TRUSTEES MEETINGS. THE MOTION WAS SECONDED AND THE MINUTES WERE APPROVED BY UNANIMOUS VOICE VOTE.

4. **ALABAMA STATE BAR FOUNDATION FINANCIAL REPORT**

Director of Finance Merinda Hall provided a finance report for the Alabama State Bar Foundation. Mrs. Hall reported that revenues to the foundation are up 5% over the prior year, which is attributable to the increased rent being paid by the Alabama State Bar to the foundation. Mrs. Hall also reported that expenses are up 8.4% over the prior year and that the foundation's cash balance is up 5.6% over the prior year. Mrs. Hall reported that an audit of the foundation's finances is complete and that there were no negative findings.

5. **UPDATE ON WEBSITE VENDOR**

Secretary-Treasurer/Executive Director McCallum reported to the trustees that there have been several staffing realignments that affect the Digital Communications Department of the bar. In making these realignments and evaluating the current and future communication needs of the bar, the decision was made to select an outside vendor to provide website design, content and training. Mr. McCallum reported that the Finance & Audit Committee and select staff members listened to and reviewed proposals by five vendors. Mr. McCallum proposed to the trustees a process by which the field of vendors would be narrowed to two with specific negotiations on scope of work taking place before a final vendor is selected.

TRUSTEE METHVIN MOVED TO APPROVE PROCEEDING IN THE VENDOR SELECTION PROCESS AND ENGAGING A VENDOR FOR AN AMOUNT NOT EXCEEDING A SUM CERTAIN (PER AMENDMENT BY COMMISSIONER METHVIN). THE MOTION WAS SECONDED AND APPROVED BY VOICE VOTE

6. ADJOURNMENT

President Dowd asked if there was any further business to come before the Board of Trustees. There being no further business to come before the board, a motion was made and duly seconded to adjourn. The motion was approved by voice vote.

Augusta S. Dowd, President
Alabama State Bar Foundation

ATTEST:

Phillip W. McCallum, Secretary-Treasurer
Alabama State Bar Foundation