

## MINUTES

### ALABAMA STATE BAR FOUNDATION BOARD OF TRUSTEES MEETING

State Bar Building  
Montgomery, Alabama

Friday, October 28, 2016

#### 1. CALL TO ORDER

Foundation President Cole Portis convened this meeting of the Alabama State Bar Foundation Board of Trustees in the board room of the Alabama State Bar building in Montgomery, Alabama.

#### 2. ROLL CALL

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

Halron W. Turner	J. Levi Nichols	Jana Russell Garner
Terri O. Tompkins	Leslie R. Barineau	John A. Smyth, III
Barry A. Ragsdale	Robert G. Methvin, Jr.	LaBella S. Alvis
Michael D. Ermert	Allison O. Skinner	Brannon J. Buck
Kenneth Moore	Ralph E. Holt	C. Zack Moore
William R. Lancaster	Bryan E. Comer	James Rebarchak
George R. Parker	Les Pittman	J. Flynn Mozingo
C. Gibson Vance	Jeffery C. Duffey	J. David Martin
Donald R. Rhea	Tom Perry, Jr.	William Randall May
Mark S. Boardman	Anne Malatia Glass	Robert L. Bowers
R. Cliff Mendheim	Manish H. Patel	Tazewell T. Shepard, III
Rebekah K. McKinney	M. Clay Martin	Audrey O. Strawbridge
J. Daryl Burt	F. Patrick Loftin	J. Lynn Perry
Erskine R. Funderburg, Jr.	H. Thomas Heflin, Jr.	Roy W. Williams, Jr.
Lee F. Knowles	Andrew D. Stanley	Matthew C. Mitchell
Donald B. Mansell	Scott L. McPherson	Diandra S. Debrosse
R. Cooper Shattuck	Karen L. Laneaux	Jeanne Dowdle Rasco
Monet M. Gaines	Sam Irby	

The following trustees were absent:

Courtney R. Potthoff	Larry W. Morris	Hays Webb
William H. Broome	Emily L. Baggett	Dana Grimes
Erik Stephen Heninger	Thad Yancey, Jr.	Frederick G. Helmsing, Jr.
Charles C. Tatum, Jr.	Eric Coale	John A. Brinkley, Jr.
Clint L. Maze	Steven D. Adcock	Sharon Hindman Hester
W. Thomas Chapman, II	Gregory M. Varner	Rebecca G. DePalma
Ashley Swink Fincher		

3. **APPROVAL OF THE MINUTES OF SEPTEMBER 16, 2016 ALABAMA STATE BAR FOUNDATION BOARD OF TRUSTEES MEETING**

President Portis stated that the minutes of the Board of Trustees meeting for September 16, 2016 had been transcribed and submitted to the board in advance of the meeting. He asked if there were any corrections, additions or deletions. There were none.

TRUSTEE GLASS MOVED TO APPROVE THE SEPTEMBER 16, 2016 MINUTES OF THE ALABAMA STATE BAR FOUNDATION BOARD OF TRUSTEES MEETING. THE MOTION WAS SECONDED AND THE MINUTES WERE APPROVED BY UNANIMOUS VOICE VOTE.

4. **FINANCIAL REPORT – 4<sup>th</sup> QUARTER 2015-2016 AND YEAR-END REPORTS**

The secretary-treasurer reviewed the 4<sup>th</sup> quarter report and the year-end report for the foundation. Following his report, he asked if there any questions and there were none.

5. **RENEWAL OF THE WEBSITE MAINTENANCE AND DESIGN AGREEMENT WITH MCNUTT AND COMPANY**

The secretary-treasurer reported that the IT department had requested a renewal of the website maintenance and design agreement with McNutt and Company. He noted that the amount was the same as the year before and would provide up to \$15,000 for maintaining and updating the Alabama State Bar website.

TRUSTEE BOARDMAN MOVED TO APPROVE THE CONTRACT AS PROVIDED. THE MOTION WAS SECONDED AND APPROVED BY VOICE VOTE.

6. **SECRETARY-TREASURER UPDATE**

The secretary-treasurer next reported on several things including the annual foundation audit that was underway. He also informed the trustees that it would be necessary to purchase a new air conditioning system for the front half of the building (the old building). He stated that the compressor in the old system had failed and was being replaced which would provide additional time for the air condition service provider to provide a proposal for a new air conditioning system. The secretary-treasurer explained that it had been anticipated the system would need to be replaced in 2017 but because of the compressor failure the replacement of the entire system was necessitated sooner than planned. He reported that it was anticipated that the estimated cost of the new system is \$15,000.

7. **ADJOURNMENT**

President Portis asked if there was any further business to come before the Board of Trustees. There being none, a motion was made and seconded to adjourn. The motion was approved.

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J. Cole Portis, President  
Alabama State Bar Foundation

ATTEST:

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Keith B. Norman, Secretary-Treasurer  
Alabama State Bar Foundation