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**ALABAMA STATE BAR  
EXECUTIVE COUNCIL MEETING**

**MINUTES**

**Alabama State Bar  
415 Dexter Avenue  
Montgomery, Alabama 36104**

**Wednesday, October 19, 2022, at 1:30 p.m.**

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**I. CALL TO ORDER**

President Gibson Vance convened the meeting of the Alabama State Bar Executive Council at 1:30 p.m. at the Alabama State Bar building at 415 Dexter Avenue, Montgomery, Alabama.

**II. ROLL CALL**

The Secretary took the roll of the members and the following were present:

Gibson Vance (President)  
Elizabeth Smithart (Vice President)  
Brannon Buck (President-Elect)  
Mark Debro  
Carmen Howell  
Felicia Long  
Mark Boardman (Parliamentarian)  
Brett Holsombeck (YLS)  
Angela Kennedy (ALA)  
Terri Lovell (Secretary)  
Roman Shaul (General Counsel)

The following members were absent:

NONE

**QUORUM PRESENT**

**III. AGENDA AND MINUTES APPROVED FROM AUGUST 11, SEPTEMBER 1,  
AND OCTOBER 11 BY UNANIMOUS VOTE.**

**IV. PRESIDENT'S REPORT**

President Vance reported that the September Drive for Five visits included the 14<sup>th</sup>, 24<sup>th</sup>, 17<sup>th</sup>, 1<sup>st</sup>, 3<sup>rd</sup>, 20<sup>th</sup>, and 12<sup>th</sup> Circuits, and the League of Municipalities Conference. Visits in October have included the 5<sup>th</sup> and 6<sup>th</sup> Circuit, and the Admissions Ceremony. President Vance gave an update on the November edition of The Alabama Lawyer and discussions that are ongoing with Editor Greg Ward and the Editorial Board.

**V. POLICY UPDATES AND REVISIONS**

Executive Director gave a report on the various policy revisions and updates that need to be approved or reviewed by committees, the Executive Council and/or the BBC to include:

Employee Handbook – Personnel Committee and BBC

Annual Appraisal of ED and GC – Executive Committee and BBC

Financial Policies – Finance Committee and BBC

Procurement Policy – Finance Committee/BBC

Crisis Plan – ED/GC

Cyber Security Breach – ED/GC

Communication Plan

Member and Insurance Benefits Policies – Member & Insurance Committees

Open Records Requests Policy – ED/GC

**VI. BYLAWS AND LONG-RANGE PLANNING TASK FORCE REPORTS**

President-Elect Brannon Buck, chair of Bylaws Task Force, informed the Executive Committee on the status of the bylaws, the various work of individual members and the subcommittees with a completion goal date of Spring of 2023. Terri Lovell updated the Executive Committee on the status of the Long-Range Task Force being led by Terri Tompkins, Sam Ford, and Tom Perry with two subcommittees: (1) Service to Members, and (2) Service to the Public. The committee has a completion goal of Spring of 2023. Buck and Lovell both emphasized the importance of the role of the Supreme Court liaison and communication with the Court during this process as we address members needs and the Court's expectations.

**VII. LAWYERS RENDER SERVICE, INC.**

Executive Director Lovell informed the Executive Committee that she had been studying the LRS, Inc. and that an annual meeting should be noticed. She shared information about the 501©(3) that was formed in 2019. Commissioner Pat Sefton and Past President Christy Crow have agreed to assist with governance and compliance and ensure that we are utilizing the foundation as a means to support our membership needs. A meeting of the LRS, Inc. board will be held on November 4, 2022, at the conclusion of the Alabama State Bar Foundation meeting.

**VIII. STATUTE REVISION**

President Vance informed the Executive Committee that he, Buck, Lovell and GC Roman Shaul and Finance Director Merinda Hall have been in discussions regarding voluntary versus mandatory payments to the Alabama State Bar. These discussion and research are ongoing to address procurement and auditing concerns for both the Alabama State Bar and the Examiners of Public Accounts.

**IX. EC Assignments**

Vice President Elizabeth Smithart shared a report from Programs and Meetings; President-Elect Buck reported on Communications and Crisis Response; Carmen Howell shared the work surrounding the Member Benefits and Insurance Benefits Committees; Felicia Long gave a report on the work to address future Bar Exams and improvements in the Admissions Process; Mark Boardman announced that the Open Records Request Policy and OMA outline have been completed; Angela Kennedy reported on the ALAP committee and the uptick in activity that has resulted in recent months surrounding the ASB Drive for Five initiative and Jeremy Rakes continuing efforts to speak to lawyer and law student groups; Brett Holsombeck reported on Celebrate Pro Bono efforts in the VLP and initial thoughts on consolidated fundraising; and Mark Debro reported on the finance

department continuing efforts to improve financial policies, to ensure compliance with the Examiner of Public Accounts, and the additional load that Merinda is bearing due to her assistant being on medical leave.

**X. EXECUTIVE DIRECTOR AND GENERAL COUNSEL REPORTS**

General Counsel Roman Shaul shared information related to the petition to the Alabama Supreme Court related to changes to the Disciplinary Commission and Disciplinary Panels Membership. Terri Lovell reported on a recent meeting related to Insurance Benefits and efforts to be responsive to concerns that were addressed at the Annual Meeting regarding the Alabama State Bar Health Plan. She also requested support from the Executive Committee to conduct an Economic Impact Survey of the Bar membership to assist with the Long-Range Planning efforts and other concerns she has related to programming effectiveness and efficiency.

**XI. APPROVAL OF THE BBC AGENDA FOR NOVEMBER 4, 2022**

President Vance asked if after review of the proposed agenda there were any other matters that need to be included on the proposed agenda. He thanked the EC members for their assignment work and asked if Carmen Howell would report at the meeting.

**XII. ANNUAL PERFORMANCE REVIEW OF GENERAL COUNSEL**

The Executive Council conducted the General Counsel's Annual Performance Appraisal.

**XIII. NO FURTHER BUSINESS COMING BEFORE THE EXECUTIVE COMMITTEE, PRESIDENT VANCE ANNOUNCED THE MEETING ADJOURNED AT 3:48 P.M.**