

**State Bar of Michigan
Information Technology Law Section
Council Meeting Minutes - DRAFT**

February 12, 2015
Teleconference Line opens at 5:30 PM; Meeting at 6:00 PM

Teleconference Only
Call-In Number **877-352-9775**, Conference Code **416 957 1129**

- I. **Call to Order** – Michael Gallo, Chair
- A. Section Members Present
 - a. Mark Malven – Ex-Officio Member
 - b. Joellen Shortley
 - c. David Michael
 - d. Elliot Church
 - B. Council Members Present:
 - a. Steven D. Balagna
 - b. Susanna C. Brennan
 - c. Michael Gallo
 - d. Donna K. Mallonee
 - e. Christopher J. Mourad
 - f. Nathan William Steed
 - g. Carla M. Perrotta
 - h. Keith A. Cheresko
 - i. Clara Lauren Seymour
 - j. Isaac T. Slutsky
 - k. Jeanne Marie Whalen
 - C. Council Members Excused:
 - a. Robert L. Rothman
 - b. David R. Syrowik
 - D. Council Members Absent:
 - a. William Henry Hartwell
 - b. Daniel John Henry
 - c. Dalpreet Singh Saluja
 - E. A quorum of Council members was confirmed, and the meeting was called to order at 6:00 p.m.
- II. **Meeting Minutes**
- a. Reading and approval of the last Council meeting minutes (November 13, 2014) – Christopher Mourad, Secretary. A motion to approve the minutes was made by Steven Balagna, seconded by Christopher Mourad, and approved by the Council.
- III. **Treasurer’s Report** – Christopher Mourad and Donna Mallonee – Read and reported on by Michael Gallo
- a. As of January 31, 2015, the Section’s fund balance was \$59,914.52
 - b. The 2014-2015 income and expenses for the fiscal year to date, as of January 31, 2015, aligns with budget expectations.
- IV. **2014-2015 Council/Section Meetings** – Proposed dates and locations:
- a. **Thursday, February 12, 2015**, 5:30/6:00 PM – Teleconference Only
 - b. **Thursday, May 14, 2015**, 5:30/6:00 PM – Host: Ronald S. Nixon, Kemp Klein Law Firm, ron.nixon@kkue.com, 248-619-2585, 201 W. Big Beaver Rd., Ste. 600, Troy, MI 48084
 - c. **Thursday, August 13, 2015**, 5:30/6:00 PM – Host: Susanna Brennan, Kelly Law Registry, brennsc@kellylawregistry.com, 248-952-0539, 3331 W. Big Beaver Road, Suite 310 Troy MI 48084
 - d. **Thursday, September 10, 2015**, Lunch at the *8th Annual Information Technology Law Seminar!*
- V. **Committee Reports**
- a. **8TH Annual Information Technology Law Seminar** – Michael Gallo and Steve Balagna

- i. Michael Gallo contracted with St. John's for a seminar date of September 10, 2015. Minimum number amount of 60 attendees results in a lower fee. Should meet/exceed that amount, but this way it reduces chances of having an overage.
- ii. A request was made that the Seminar Committee proceed with compilation of a task level project plan for this year's event. The plan should include target dates or lead time recommended for each task, and budget estimates.
 1. Steve Balagna addressed this and estimates that maximum will be 160.
 2. Michael Gallo and Steve Balagna's contact information provided.
 3. No opposition indicated to using the State Bar provided flier again for the Seminar.
 4. Last year the Section signed up for three e-mail blasts (\$75 per e-blast), but used four e-blasts. Suggestion made and agreed to use four eBlasts this year to the Business Law, Intellectual Property, and the Litigation Sections.
 5. Mailed flier one time to IT Law Section Members last year. Agreed to do so for the Business Law, Intellectual Property, and the Litigation Sections also.
 6. Seminar was posted on State Bar's website Calendar last year. Will do so again this year.
 7. Last year the Section did not do a Seminar press release, nor a State Bar Journal ad.
 8. Michael Gallo suggested the Section have an ad in the State Bar Journal this year for the Seminar. Steve Balagna will follow up.
 9. Mark Malven asked about the attendance at last year's Seminar, and Steve Balagna indicated 56 persons. This was down approximately 30-40 from the previous years.
 10. Press release will be in the e-Journal of the State Bar.
 11. State Bar will be handling the registration for the Seminar again.
 12. Certificate of Insurance will be taken care of by the State Bar, as well as manual processing of registration, and pre-registration will be permitted, walk-ins too.
 13. Fee for the Seminar is down from \$100 to \$75 for IT Law Section Members.
 14. 2015 pricing will be the same as was used for 2014.
 15. Meal cost is about \$50 or thereabout, and that price is at cost.
 16. Last year we subsidized the Seminar by about \$3,700. Total cost was about \$8,900, and we received about \$5,200 in Seminar fees.
 17. Cost to process a sponsor is about \$60 per sponsor, and the discussion at the Meeting was whether we should include sponsors. At the 2012 Seminar the sponsor revenue totaled about \$5,500. And in 2013 there was about \$7,000 in sponsor revenue.
 18. Keith Cheresko is willing to help with the sponsor committee, and will suggest privacy related topics for the Seminar.
 19. Registration list, name badges, plus related materials cost about \$100 plus expenses. Walk-ins more than covered this amount in last year's Seminar.
 20. Print materials - Prices for a bound versus ring binder are not confirmed. A decision was made to request three ring binders.
 21. Last year materials were sent electronically to absent attendees and will be done again.
 22. State Bar stores materials for seven months after the Seminar has taken place.
 23. Sponsors pay the State Bar directly, and State Bar assists with sponsors.
 24. Surveys will also be included with the Seminar as well.
 25. Speakers? Agenda? - TBD
 26. Sponsors - Plan is to identify sponsors by May 2015
 27. Timeline to get speakers and agenda in place.
 28. State Bar needs our materials 3-4 weeks in advance of the Seminar in order to place the materials into three ring binders.
- iii. Recommendations for the moderator, speakers or topics are welcome.
 1. In the past have tried to attract speakers that are topical for the Litigation, Business Law, and Intellectual Property Sections, and then also have a Privacy related topic, current IT related topic, as well as areas such as the FCC and/or federal legislation.
 2. Privacy Committee will provide agenda topic suggestions and speakers.
 3. Keith Cheresko, Charlie Bieneman, Ron Nixon and Mark Malvern will be on the Speaker search committee.
- iv. Lessons learned: More, and earlier, communications for seminar awareness and registration.
 1. ICLE doesn't do much in relation to CLEs because CLEs are not mandatory in MI.

2. But for other jurisdictions, the Seminar attendees who need CLE from those other jurisdictions ought to follow up with those respective jurisdictions individually.
 3. If a Seminar attendee has the materials in advance, one can get CLE credits in advance.
 4. If we have sponsors, then we just need to give St. John's a heads up, and depending on number of sponsors this may determine which room at St. John Inn that we have to use.
- b. **Newsletters/Social Media/Web Site** – Michael Gallo
- i. The State Bar of Michigan deployed a new web site that includes new landing pages. Persons using older version of Internet Explorer, like Version 9, may experience some access issues, but Google Chrome, Safari and newer version of Internet Explorer should not have issues. Visit <http://connect.michbar.org/itlaw> to access the site
 - ii. As of February 12, 2015, membership estimates are:
 1. Section Members – 644
 2. ListServe Email Addresses – 832
 3. LinkedIn Group Members – 218
- c. **Privacy Committee** – Bob Rothman and Keith Cheresko - A Privacy Committee meeting is planned for Friday, February 20, 2015, at Jaffe Raitt - Southfield.
- d. **Nominating Committee** - It is never too early for nominations for next year's Treasurer and Council members! The goal will be to nominate four Council members for 2015-2018. One term is three years. Council members are eligible for up to three consecutive terms.
- e. New business from the floor
- i. **First Annual Entrepreneurial Law Institute** - Cosponsored by the Business Law, Information Technology Law, and Intellectual Property Law Sections of the State Bar of Michigan. May 28-29, 2015 – Detroit. For more information: www.icle.org/eli. Jeff Kirkey of ICLE managing the event. Lawyers, accountants, investors, and related business entrepreneurs are invited.
 - ii. **Michigan Pro Bono Patent Project** - The State Bar of Michigan has a new program that matches patent attorneys willing to provide pro bono patent prosecution services with low-income inventors. For more information regarding the *Michigan Pro Bono Patent Project*: <http://connect.michbar.org/iplaw/patent>. Section members may be interested in participating. Kim Paulson, IT Law Ex-Officio Member is involved with this effort.
 - iii. **Michigan Court of Appeals - Most Influential Decision**. The Celebration Committee is asking State Bar sections to identify the most influential Michigan Court of Appeals decision for that Section's practice area, and to provide a one sentence explanation for that choice. Input will be used by the program planning committee to help inform the celebration activities. Members of the IT Law Section are welcome to submit nominations to michael@gallo.us.com by Friday, February 27, 2015. One nomination will be submitted on behalf of the IT Law Section to the Michigan Court of Appeals 50th Anniversary Celebration Committee. Please ensure your submission includes the case name, citation and a one sentence disposition.
 - iv. **Ex-Officio Member Published!** - Mark Malvern's '*Practical Guide to Drafting and Negotiating Commercial Agreements*' was published by the *Practicing Law Institute*.
- VI. **Meeting Adjourn** - Keith Cheresko made a motion to adjourn, which was seconded by Jeanne Marie Whalen and approved by the Council. Meeting ended at 7:00 pm.