

**PROGRAMS DIRECTORSHIP
REPORT PREPARED FOR THE SEPTEMBER 25, 2008 COUNCIL MEETING**

1. 2008-2009 Budget Request and Anticipated Use of Funds.

A copy of the requested budget for each of the (a) 2009 Business Law Institute and (b) 2009 Annual Meeting is attached.

2. Use of Budgeted Funds 2007-2008.

Business Law Institute and Annual Meeting events.

3. Next Scheduled Meeting of the Directorship.

The Directorship holds meetings, or communicates via telephone and email, as necessary, to discuss course speakers and other matters regarding the Institute and the Annual Meeting, as appropriate.

4. Council Approval

ICLE's administrative fee for the Institute will be \$12,000 for 2009. Council approved this at the December 2007 Council meeting. We would like the Council to authorize the Committee and ICLE to move forward with finalizing the course schedule for the 2009 Business Law Institute (a draft copy of which is attached).

5. Membership

Those serving on the Programs Directorship include Dee Dee Fuller, Eric Lark, Christopher Maeso, Dan Minkus, and Mark Peters.

6. Accomplishments Toward Committee Objectives

All of the Directorship members actively participate in the planning process. Final speakers are being secured for the Institute using the Section adopted guidelines. This year's Institute will include several topics, and will feature an in-depth series of presentations on the merger and acquisition process, with different presentations on the stages of an M&A transaction.

The Directorship met in Ann Arbor in August with ICLE to continue planning the course schedule for the 2009 Institute. The Committee will schedule future meetings, or communicate via telephone and email, as necessary to finalize the course schedule and secure speakers.

7. Meetings and Programs

Next year's Institute will be held on May 8 and 9, 2009 at the Amway Grand in Grand Rapids.

8. Publications.

N/A.

9. Legislative/Judicial/Administrative Developments

N/A.

10. Miscellaneous

N/A.

Report submitted by:

Daniel H. Minkus

**BUSINESS LAW INSTITUTE BUDGET
2009 PROGRAM**

REVENUE*	2008 (ACTUAL)	2009 (ESTIMATE)
Section Members	\$1,180.00	\$ 1,200.00
ICLE Partners	\$9,915.00	\$ 9,900.00
Regular (Full Price)	\$3,000.00	\$ 3,000.00
New Lawyers	\$1,030.00	\$ 1,000.00
Student n/a		
Other (No Shows)	\$5,105.00	\$ 5,000.00
Add'l Registrations	\$2,455.00	\$ 2,000.00
Sponsorship Revenue	<u>\$13,250.00</u>	<u>\$13,000.00</u>
Total Revenues	<u>\$35,935.00</u>	<u>\$35,100.00</u>
 EXPENSES		
ICLE Paid Expenses**		
Friday Council Lunch	\$ 750.00	\$ 1,000.00
Friday Reception	\$ 3,485.75	\$ 1,800.00
Friday Dinner	\$ 3,220.00	\$ 3,900.00
Saturday Luncheon	\$ 950.00	-0-
Speaker/Entertainment – Travel/Lodging	\$ 3,709.90 (to date)	\$ 4,000.00
ICLE Staff Travel/Lodging	\$ 781.54	\$ 2,000.00
Marketing Materials	\$ 5,700.89 (to date)	\$ 7,000.00
Course Materials	\$ 1,668.60 (to date)	\$ 2,000.00
AV	\$ 1,177.30	
Meeting Room	\$ 1,000.00	\$ 1,000.00
Breaks (am breakfast, afternoon coffee cookies, etc. both days)	<u>\$ 3,112.67</u>	<u>\$ 3,500.00</u>
Total ICLE Paid Expenses	<u>\$25,556.65***</u>	<u>\$26,200.00</u>
 Section Paid Expenses		
ICLE Fee	\$11,500.00	\$12,000.00
Speaker Gifts	\$ 2,011.27	\$ 2,000.00
Entertainment Costs	\$ 2,500.00	\$ 2,500.00
Section Administrator Travel/Lodging	<u>\$ 50.40</u>	<u>\$ 500.00</u>
Total Section Paid Expenses	<u>\$16,061.67</u>	<u>\$17,000.00</u>
Total Expenses	<u>\$41,618.32</u>	<u>\$43,200.00</u>
 Net Profit (Loss) to BLS****	 <u>\$ 5,683.32</u>	 <u>\$ 8,100.00</u>

*Includes Institute and banquet registration fees.

**ICLE paid expenses in excess of revenues (net of sponsorship revenue) are paid to ICLE, in addition to fee. ICLE fee is \$12,000 for 2009. No additional increases for subsequent years are anticipated at this time.

***This information is not final and represents information provided as of September 15, 2008 only.

****Total Revenue minus Total Expenses (net of ICLE paid expenses in excess of revenue).

2009 ANNUAL MEETING BUDGET

REVENUE	2008 (BUDGET)	2009 (BUDGET)
	None	None
 EXPENSES		
Reception	\$ 4,500.00 (estimate)	\$ 4,500.00
Dinner	\$ 3,800.00 (estimate)	\$ 3,800.00
Invitations	\$ 185.00 (actual)	\$ 200.00
Postage	\$ 46.20 (actual)	\$ 60.00
Outgoing Chair Gift	\$ 419.00 (actual)	\$ 400.00
Copies	\$ 400.00 (estimate)	\$ 500.00
Misc. (plaque, gavel, labels)	\$ 223.00 (actual)	\$ 300.00
Schulman Award		
Marketing services	\$ 600.00 (estimate)	\$ 600.00
Clock	Purchased in prior year	
Clock Plate	\$ 20.00 (actual)	\$ 20.00
Bar Journal Ad	\$ 1,100.00 (estimate)	\$ 1,100.00
Photographer	\$ 500.00 (estimate)	\$ 500.00
Plaque Plate	\$ 25.00 (actual)	\$ 25.00
	<u>\$11,818.20</u>	<u>\$12,005.00</u>