

Board Meetings:  
Condensed Minutes  
March 2, 2011

- We have applied for a \$1,000 grant to defray costs of educational programs or an event for 2011. It was decided that if we are awarded the money from headquarters, the chapter will use it to defray the costs of sending officers to the Chapter Leadership Institute this year.
- Officers and Committee Chairs will attend a chapter planning retreat on April 9<sup>th</sup>
- Quarterly Dinner is planned for March 30<sup>th</sup>. There will be a panel of four office administrators who will lead discussions in the “Ask the Administrator” format.
- Membership had no changes but it was noted that Roberta Gillette will retire in late March.
- The Member Resource Guide will be offered in paper format only to new members. The chapter will not produce paper copies for existing members. Posting the Guide on our website was discussed but the website committee must look into the logistics.
- Bar Liaison will include a presentation by Kathy Parker on 2010 Word Tips and Tricks. The dates are: Delco 7/25; Bucks 7/26; Chester 7/27, and Montco TBD.
- Newsletter publication deadlines are 5/31/2011 and 10/31/2011.
- Website has recently added a photo gallery along with links within our calendar for registration to events.
- Legal Expo early bird special ends 3/31/11 for vendor registration.
- Business Partners Committee has received all financial commitments for 2011.
- Our chapter is offering a silent auction item for the annual conference in Orlando. Beth Boyer will select the item at a value of \$250.
- Bylaws for the chapter are being reviewed and will be finalized at the chapter retreat on April 9<sup>th</sup>.
- Webinar licenses for the full series may be purchased by our chapter if responses to a survey indicate interest in attending.
- Managing Partners’ Event will be on May 12<sup>th</sup> at Saul Ewing.
- All speaker gifts for 2011 will consist of a financial donation on behalf of the speaker to the Susan B. Komen Foundation for Breast Cancer Research.
- Upcoming Dates: Annual Conference, Orlando, May 23-25; Chapter Leadership Institute, Las Vegas, July 15-17; Region 1 and 2 Conference, Pittsburgh, October 14-16.