

**Association of Legal Administrators  
Region 1 Council Meeting  
Thursday, October 13, 2011  
Omni William Penn Hotel  
Pittsburgh, Pennsylvania**

**Management Team Members Present**

Janine Book, Director  
Sabine Curto, At-Large Director  
Susan J. Gay, Education Officer  
Mary Lawson, Projects Officer  
Rita I. Thompson, CLM, Communications Officer

**Chapters Represented**

Albany	Cheri Terzian
Boston	Ian Breslin, Dan McCormack, Joanne Schnare, Karen Glowacki
Central PA	Myrl Greiner
First State	Joann Winterle
Independence	Cristin Buccigliaglia
New Jersey	Mary Ellen Dolan and Fran Puntillo, CLM
New York City	Diane Fugalli and Chris Jeffrey
Nutmeg	Kathy Semeraro
Ottawa	Barbara Fisher
Quebec	Roch Benard
Philadelphia	Diane Burkhardt
Pittsburgh	Robert Conway, Penny Lotz and John Metz
Rochester	Clara Onderdonk

The meeting was called to order by Director Janine Book at 1:07 p.m.

**Welcome/Introductions/"My ALA" Poster**

Janine extended a warm welcome and each team member introduced herself.

Janine presented the "My ALA" poster. The poster will be available throughout the conference and everyone is encouraged to write a comment/remark on it about what ALA means to them.

**ALA Update**

Sabine Curto provided the following update:

- Described the composition and selection process for the ANC (Association Nominating Committee) and RNC (Regional Nominating Committee) and how

candidates are vetted. For President-Elect candidates, the process includes a personal interview in Chicago.

- There will be no ALA dues increase for 2012.
- *Legal Management* publication will increase from six to eight editions annually (every six weeks). *ALA News* will be phased out with some of its content moved to *Legal Management* and the balance to the ALA website.
- The Online On Demand Learning Center will be launched at the 2012 Annual Conference in Honolulu. This will be a new ALA member benefit.
- ALA's Business Partner Program includes preferred rates negotiated by ALA. Visit the ALA website for details.
- To date, over 700 members and over 100 business partners have registered for the 2012 Annual Conference in Honolulu.

### 2012 Annual Conference & Exposition

Karen Glowacki, who was recently named 2013 Annual Conference Chair, provided some highlights and details on the upcoming conference in Honolulu:

- All education sessions are complete and a preview brochure will be sent to members shortly. The conference is from April 22 through April 26. This conference reverts to the "old" format of concluding on Thursday (2011 conference concluded Wednesday) and some events will have an earlier starting time.
- A video about the 2012 Conference is available on You Tube (see link on ALA website; [www.alanet.org](http://www.alanet.org)). Chapter leaders can show the video at a chapter meeting or provide members with the link. A DVD of the video has been sent to all chapter presidents.
- Keynote speaker is Dewitt Jones who will do his presentation entitled *Clear Vision*.
- There are still hotel rooms available at the \$199 rate. Contact the hotel directly for reservations.
- ALA is working with the Hawaii Visitors Bureau to obtain preferred hotel rates at other islands post conference.

### 2011 Region 1 Conference

Rita Thompson, CLM, provided details about the 2011 Region 1 Conference:

- 171 attendees from 16 chapters are registered for the Conference. Exhibitors include 68 business partners from a variety of industries. The Exhibit Hall will be open for over three hours.
- The Conference begins with keynote speaker Mary Jo Paloranta whose upbeat presentation, *Enhancing Potential--Influencing Success*, will show you how to thrive, not just survive.
- The closing session is Saturday at 11:30 a.m. where Michael Nash will present *The Art of Leadership--Understanding Human Behavior* and we will learn to understand our behavior style and that of others. Michael has received excellent reviews for presentations at other ALA events.
- The Welcome Reception will be in the William Penn Ballroom on the mezzanine level. This event, scheduled for Thursday, 7-9 pm, is sponsored by Jamison.
- The Pittsburgh Chapter invites everyone to a reception on Friday evening at Damon's Grille (5:30-7 pm). The reception will include a band, heavy hors d'oeuvres and beverages. Damon's Grille is one block from the hotel (use the Grant Street exit).
- The regional team will present a leadership session on Saturday morning during breakfast. The team will answer questions related to their ALA leadership experiences. Following this Q&A session, President-Elect Steven Wingert, CLM, will present ALA Insights.

### 2012 Region 1 Conference

Susan Gay announced the 2012 Region 1 Conference will be held at MGM Grand at Foxwoods Resort in Mashantucket, Connecticut on October 18-20, 2012. The Nutmeg Chapter, of which Susan is a member, is delighted to host the conference. Stop by the Nutmeg Chapter hospitality table to view a DVD about the conference. The venue has 38 restaurants, a bowling alley, lots of entertainment, two spas, a comedy club and plenty of shopping/retail stores.

### Chicken Dance

Janine invited attendees for whom this is their first council meeting to identify themselves. Then, they were invited to join her to do the "chicken dance." All performed the dance ably and were good sports. The performance was videotaped for their future enjoyment.

### Open Forum

Janine solicited topics from attendees for the open forum discussion, focusing on issues which are pertinent to chapter leaders during this time of year. Topics discussed include:

Chapter nomination process and succession planning/due diligence on candidates

Selection process for nominating committee (appointed or elected by members)/integrity of nomination process

Board position descriptions/board commitments/communicating responsibilities to prospective or new board members/orientation of new board members

Obstacles to chapter leadership/time commitment

Plant seed in people you think would be good board members; use personal touch (phone, not email)

Invite non-board members to a board meeting

Board Retreats/attended by board members only or open to members

Budgeting

Membership/encouraging member involvement (food, beverages, prizes)

Chapter surveys

ALA Awards Process

Business Partners/Vendor Advisory Committees (application process; who serves on the committee; members and vendors; term of service)

Model business partner programs on other chapters' programs

CCW Events (dos and don'ts for business partners)

Working with other organizations/law firm vendor associations

Inviting non-members at firms to vendor expo to increase attendance

Contact ALA headquarters or Projects Officer for help with ideas for BP programs

### Benefits of Leadership

Janine asked "what is one thing you have gained from your experience as a chapter leader?" Responses included insight, confidence, letting others lead, personal touch--power of one-to-one, knowledge, diversity of skills (in chapter), staying connected.

### Host Chapter

Janine thanked the Pittsburgh Chapter for serving as host chapter. She presented gifts to Pittsburgh Chapter President Penny Lotz and Robert Conway, who served as the host chapter's representative on the Conference Planning Committee, to thank them for their service.

### Scholarship Drawings

Two chapter names were drawn and awarded scholarships to the 2012 Annual Conference in Honolulu. Chapters who were not in attendance were ineligible for the scholarship. Recipients of 2012 scholarships are the New Jersey Chapter and the Quebec Chapter.

There being no further business, the meeting was adjourned at 3:00 p.m.

Respectfully submitted,

Rita I. Thompson, CLM,  
Communications Officer