



SANTA CLARA COUNTY LEGAL PROFESSIONALS ASSOCIATION

A Member of Legal Secretaries, Incorporated ("LSI®")

P.O. Box 90509
San Jose, CA 95109-3627
Organized 1940
www.sccolpa.org

Executive Board 2020-2021

President:	Sheryl Boardman	Governor:	M'Liss Bounds
Vice President:	Elise Dresser, CCLS	Executive Advisor:	Shannon Quigley
Executive Secretary:	Susan Husher	Parliamentarian:	Shannon Quigley
Treasurer:	Rod Cardinale, Jr.	CEC Coordinator:	Jessica Urioste, CCLS

GENERAL MEMBERSHIP MEETING MINUTES OF SCCoLPA October 13, 2020

CALL TO ORDER:

The October 13, 2020, General Meeting was called to order by President Sheryl Boardman at 6:11 p.m. via Zoom Video Conference.

INTRODUCTIONS:

Sheryl thanked everyone for joining and welcomed them to her first business meeting as President.

President Sheryl Boardman introduced VIPs and Installing Officer: Rod Cardinale, Jr. – LPI Vice President, SCCoLPA Past President 2010-2014; Heather Edwards – LPI Past President 2018-2020, San Fernando Valley LSA; and Vivian Shreve, CCLS – Installing Officer.

Sheryl recognized Parliamentarian Shannon Quigley to read the "Code of Ethics."

REPORT OF VOTING MEMBERS:

Sheryl recognized Reservations Chair Marzella Philips, who reported (via chat) that 18 voting members were present, constituting a quorum.

REPORTS OF OFFICERS:

PRESIDENT:

Sheryl Boardman

Sheryl announced that this is the first general meeting we have had since the shelter in place due to Covid-19. As a result, we found the need to change our bylaws to allow for virtual meetings. In addition to that, in May, Legal Secretaries, Inc. officially changed their name to Legal Professionals Inc., which also required us to amend the bylaws. The exact language for all changes was sent to the members on October 3, 2020, ten days prior to the meeting, by our Parliamentarian, Shannon Quigley. Tonight we will be voting on those proposed amendments.

PROPOSED BYLAW AMENDMENT NO. 1:

Sheryl recognized Executive Secretary Susan Husher to read Bylaw Amendment No. 1

Susan announced that this amendment is proposed by the Executive Committee to allow for general membership meeting attendance by virtual means, and read:

Article X – Meetings, Section 1, Regular Meetings:

Currently Reads:

Section 1: Regular Meetings. The regular meetings of this Association shall be held on the second Tuesday of each month, at such place as may be determined by the Executive Board, except that if such regular meeting falls on a holiday, an alternate date may be chosen for that particular meeting. The time of a meeting may be changed by a quorum vote at a previous meeting. In an emergency, the Executive Board, by a quorum vote, may change the date of a meeting.

If the amendment is adopted, the Article will read as follows:

Section 1: Regular Meetings. The regular meetings of this Association shall be held on the second Tuesday of each month, at such place as may be determined by the Executive Board, except that if such regular meeting falls on a holiday, an alternate date may be chosen for that particular meeting. Notwithstanding the foregoing, in an emergency situation as determined by the Executive Committee, members who are not present in person shall have the right to participate by internet meeting service, subject to any limitations established in rules adopted by the general membership to govern such participation. The time of a meeting may be changed by a quorum vote at a previous meeting. In an emergency, the Executive Board, by a quorum vote, may change the date of a meeting.

Sheryl announced that the motion on the floor is to allow for general membership meeting attendance by virtual means. Sheryl asked if there was any discussion, which there was not. The amendment was moved and seconded, and Sheryl called for a vote and everyone was in favor so she announced that the “Ayes have it,” and the Bylaw Amendment was adopted.

PROPOSED BYLAW AMENDMENT NO. 2:

Sheryl recognized Executive Secretary Susan Husher who read Bylaw amendment No. 2.

Susan announced that this amendment is proposed by the Executive Committee to address the name change from Legal Secretaries Inc. (LSI) to Legal Professionals Inc. (LPI), and read:

Article I – Name, Section 2:

Currently Reads:

Section 2: This Association shall be affiliated with LEGAL SECRETARIES, INCORPORATED, also known as LSI.

If the amendment is adopted, the Article will read as follows:

Section 2: This Association shall be affiliated with LEGAL PROFESSIONALS, INCORPORATED, also known as LPI.

The Parliamentarian shall have the proviso to change the name to LEGAL PROFESSIONALS, INCORPORATED, and the acronym to LPI, anywhere they appear in the Bylaws.

Sheryl announced that the motion on the floor is to change the name from Legal Secretaries Incorporated to Legal Professionals Incorporated anywhere they appear in the bylaws. Sheryl asked if there was any discussion, which there was not. The amendment was moved and seconded, and Sheryl called for a vote and everyone was in favor so she announced that the “Ayes have it,” and the name Legal secretaries Inc has been changed to Legal Professionals Inc., and the acronym LSI has been changed to LPI everywhere they appear in the Bylaws.

Standing Rule Amendment NO. 1:

Sheryl announced that now that we have approved the Bylaw amendments, the Executive Committee recommends adding a new section in the Standing Rules to address procedures related to virtual Membership meetings.

Proposed Standing Rule 33 was emailed to the members (last night) and was displayed on the screen. The proposed Standing Rule addition is to address the procedures related to virtual membership meetings.

Sheryl asked if there was any discussion, which there was not. It was moved and seconded that the Proposed Standing Rule 33 be added to the SCCOLPA Standing Rules. Sheryl announced that “The Aye’s have it” and Standing Rule 33 was added to the SCCOLPA Standing Rules.

Sheryl announced that since this is the first meeting since March, we now need to approve the minutes from March, and the Treasurer reports. Sheryl recognized Executive Secretary Susan Husher, who stated:

“The March 10, 2020 general meeting minutes have been posted to the website. I move that the March 10, 2020 general meeting minutes be approved as published.”

It was moved and seconded that the March 10, 2020 general meeting minutes be approved as published. Sheryl asked if there was any discussion, which there was not. Sheryl announced that the Ayes have it - and “The minutes are approved as published.”

Report of Treasurer - Rod Cardinale, Jr.

Sheryl recognized Treasurer Rod Cardinale, Jr., who reported that the April - September 2020 Treasurer's Reports have been posted to the website, and asked if there were any corrections or additions to the posted Treasurer's report. There were none. Rod recommended that the actions of the Treasurer in paying the routine bills from April - October 2020 be ratified.

Sheryl announced that it has been recommended that the actions of the Treasurer in paying the routine bills from April - October 2020 be ratified. Sheryl asked if there was any discussion, which there was not, and called for a vote. The recommendation was been adopted, and the Treasurer's reports are approved subject to audit.

NEW BUSINESS

Sheryl announced that we have one final board recommendation that she was very excited about, and recognized Executive Secretary Susan Husher, who reported:

The Board recommends due to her longtime commitment to LPI and SCCoLPA, that Linda Neuman be awarded SCCoLPA lifetime membership.

Sheryl announced that it has been recommended that Linda Neuman be awarded SCCoLPA Lifetime Membership, and asked if there was any discussion, which there was not, and called for a vote. The recommendation was approved. Sheryl was the first to congratulate Linda, on this honor, and on behalf of the entire Board and the SCCoLPA membership, thanked her for all your years of dedication and service. Sheryl stated that we are looking forward to our conference in 2022 and all Linda's amazing decorations.

Sheryl then recognized Parliamentarian, Shannon Quigley who gave her outgoing President's message and presented the 2019-2020 Rod Cardinale, Jr. President's Award to Mark Dresser.

ANNOUNCEMENTS

Vivian Shreve announced that she received a notification from Robert Half that they are looking for a Litigation/IP Assistant, preferably with 5 years experience; approximately \$100,000/year. If interested, contact Robert Half.

ADJOURN MEETING

There being no further business to come before the membership, the business portion of this meeting was adjourned at 6:27 p.m. The next meeting of SCCoLPA will be held on November 10, 2020, at 6:00 p.m., via Zoom videoconference.

Respectfully submitted,

Susan C. Husher
Executive Secretary