

Corporate Counsel Association
Board of Directors and Officers Meeting Agenda
Wednesday, July 15, 2009
8:00am-9:00am

Meeting Location: Executive Board Room, MSBA Offices
600 Nicollet Mall #380 (City Center)
Minneapolis, MN 55402

- I. Welcome and Introductions**
Sandra Wiese, Past President
- II. De-Brief of Annual Meeting and Election/Approval of Officers and Directors**
Sandra Wiese, Past President
- III. Distribution and Review of Binders**
Ryan Kaplan, President
- IV. Finance Update**
Sandra Wiese, Past President
Frederick Dawe, Treasurer
 - § Review of Current Financial Statement(s)
- V. Appointment of MSBA Representative and alternate MSBA Representative**
- VI. MSBA Budget Issues**
Ryan Kaplan, President
- VII. Discuss Roles and Goals of Program Committee/Selection of Committee Members**
Ryan Kaplan, President
Hanna Wolf, Vice President and Secretary
 - § Assist in organizing regular CLE Lunch Events at MSBA Office
 - § Assist in planning one annual Outreach/Meet-and-Greet Happy Hour Event
 - § Assist in organizing the Annual Meeting Event
 - § Partner with other corporate sections/associations to plan a program or event
- VIII. Discuss Roles and Goals of Communications Committee/Selection of Committee Members**
Ryan Kaplan, President
Hanna Wolf, Vice President and Secretary
 - § Assist in updating the CCA website (Officers to maintain website)
 - § Outreach efforts to other MSBA sections and committees
 - § Membership outreach to firm attorneys in corporate practice groups and new lawyers (both in-house counsel and corporate attorneys within firms)
- IX. Open Discussion: Topic Areas and Speakers at Future CCA CLE Lunch Events**
- X. Schedule Next Officers and Board of Directors Meeting**
Ryan Kaplan, President
- XI. Adjourn**