



**Minutes of the
Board of Directors Meeting
May 26, 2021
11:45 am – 1:00 pm**

<p>Present: Amy Strok Veronica Sutton Cara Hohenstein Joanne Pegues Suzanne Tran Arun Mistry Brenda Higley Cel Davis Denny Krantz Meredith Taylor Angie Britt</p> <p>Melissa Schwab</p>	<p>Absent: Lynda Mathews George Thomas Patti Pequin Emily Harvey Lisa Giangreco Michelle Smith</p>
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Meeting was called to order at 11:55 am

April board meeting minutes approved.

President report: Amy Strok reported on the board retreat; it will be virtual, doodle date is June 11th; will be mixed business and fun with mixed pieces of job descriptions. Events assigned to different members of the board. Conversation on how things work; expense reports, what AMI does, etc. WSBA magazine is moving forward, follow up call on June 1st. Told them our visions, ideas about 10 questions and people responding to stand alone columns about law firm management and she is taking it back to her team. September is first magazine; deadline is July 1st. Stay posted with updates and decision, Amy will email everyone. LinkedIn goals more public awareness on what PSALA is and what we do by using LinkedIn. Currently posting same as Facebook. Sharing D&I on it. Board members also link to their personal LinkedIn pages. Form a strategy of what we want to do. Make it public so PSALA is not a secret, we do good work need to get it out to all. Add Admins: Veronica Suzanne and Amy.

President Elect report: Suzanne Tran reported that Mo Blake reached out and is with a new company; asked to sponsor/host a standalone event at ALA national in Texas for our local chapter. Board approved; Lowkey; not advertise but get the word out. Hopefully he will be a sponsor next year at the local level. Job Descriptions; add what was done previously; holiday lunch, LFL on list to do's. Should we be looking at these being in-person; board voted yes and cancel if things change. We are in person in February for conference at Cedarbrook so move that way.

Business Partners: Arun Mistry reported Business Partner; Escape room; 50 people register 20 attended. Not many BP's. Expo; in July, not June so more time to plan. REMO good platform to use for future events. Virtual is great but burnout. Arun thinks it would be better to push the Expo back, look at in person in the fall think better idea; board voted yes push Expo to fall and plan for an in-person event. Arun will send a survey to the BP's and report back to the board.

Education: Veronica Sutton reported on education events; not much to report because June calendar is full of D&I content. Tomorrow round table on all things return to work. Memory event with Paul; good feedback. June; installment #2 with Judy; June 10th. Last session went well and a lot of engagement. Have not looked at July or August yest but plan on holding some round tables. Board retreat; calendar of the year at a glance.

Membership: Meredith Taylor reported she is working on coming up with fresh ideas to keep new members engage. New member orientation, not a good response but can incorporate it in another event. I sent new member welcome

email and in addition to the following member perks highlighted; The website, Listservs, and Spark. I also recently added a couple hyperlinks to the Mental Wellness Resources & the COVID-19 Resources that link directly to the PSALA website. The link I have in the email now about diversity and inclusion links directly to the ALA and not our local chapter. Will we be adding more about diversity and inclusion on the PSALA website soon?

Email additions below for reference:

The PSALA's Diversity Initiative aims to increase awareness of, and sensitivity to, the differences among our workforce and to advance the concept of inclusiveness and acceptance. PSALA's goal is to increase diversity and inclusion in the Association, in the legal management community and in all legal service organizations. To that end, the mission of the Diversity, Equity, Inclusion and Accessibility Committee is to provide each PS/ALA member with the tools and resources required to be a leader in meeting ALA's goal. [You can find more information about Diversity and Inclusion here.](#)

As offices open back up you can find these great NEW tools on the PSALA website: [Mental Wellness Resources](#) & [COVID-19 Resources](#).

Board Reports: Denny Krantz; Everything confirmed for Diversity series. Holding 4, 1 hour zoom sessions on Wednesdays 9:00 am – 10:00 am, starting June 9th different topics. Disability Inclusion; Jovan Hollinswith, LGBTQI; Ellie Krug, Wing Luke Museum Tour and Social Justice in Action; Audrey with Provail. BP's will confirm speakers. Registration will go out tomorrow. D&I on the website; Amy will work with Denny. Angie Britt; South Sound group we continue to meet virtually each month. Look at in person for June, all want in person. Eastside group will meet in June also. Coffee format but bring up an in person July event at El Guacho.

Action Items:

Diversity Registration & Flash – Melissa

LinkedIn Admins: Amy, Suzanne & Veronica

Send survey to BP's about Fall Expo – Arun

D&I on the website – Amy will work with Denny on finishing this

Meeting was adjourned at 12:41 pm

Next Board Meeting: Wednesday, June 23, 2021