

Minutes
Meeting of the Officers and Directors
Bar Association of the U.S. Court of Appeals for the Eighth Circuit
April 15, 2003

Attending: Douglas Bahr
Margaret Callahan
Leigh Chiles
Craig Eichstadt (by phone)
Krista Kester
James Layton
Eric Magnuson

Absent: David Herr
Thomas Keiklak
Diane Kutzko
Dennis Owens
David Houghton
Terry Schackmann
Thomas Sullivan
Thomas Weaver

The meeting was convened at 12:10 p.m. by Eric Magnuson. The Officers and Directors then took up the following items:

1. Received a report from the Treasurer, Craig Eichstadt. The Association has received and will deposit (once the account is opened this week) \$16,000 from 64 charter memberships and \$4,445 from 127 regular memberships, for a total balance of \$20,445. The Directors instructed the Treasurer to report on the funds in two bookkeeping (not separate bank) accounts. The first would be regular income, *i.e.*, the \$35 annual dues per members. The second would be for the additional amount received from charter members, which will be held in reserve. The Directors' concern was that budget decisions should generally be based on the annual dues and not on the special start-up funds from the charter memberships. By motion, the Directors approved a resolution authorizing the opening of a bank account, with a two-signature requirement, and authorized the following to sign checks: Eric Magnuson, James Layton, Craig Eichstadt, and Krista Kester.

2. Received a report from the Membership Committee Chair, Krista Kester. She reported that including judges and applications not yet transmitted to the Treasurer, as of April 14, 2003, we had 206 members, 65 of them charter members. Just 13 of those are not in private practice. She also reported on efforts to publicize the Association. The Membership Committee will draft a short announcement that can be submitted to state and other bar associations publicizing the creation of the Association and giving membership information.

3. Received a report, sent previously to Eric Magnuson via e-mail, from Programs Committee David Herr. He reported a request from Tom Boyd for an asylum appeals training

program. The Directors referred that back to the Committee. The Committee recommended that we ask a recent Chief Judge to speak briefly at the Association breakfast during the Judicial Conference. The Directors agreed with that proposal and referred it back to the Committee to make the request. The Directors also discussed the cost of the breakfast, and suggested – subject to final approval after ascertaining costs – that the breakfast be free to members and \$10 for non-members. The Directors also asked that the Committee invite all of the judges to attend, free of charge.

4. Briefly discussed the need for staff support in the long term, but deferred further discussion.

5. By motion, the Directors approved the creation of a Liaison Committee, and authorized the President to appoint a Chair who is not a Director.

6. By motion, the Directors approved the creation of a Communications Committee, and authorized the President to appoint a Chair who is not a Director.

7. The next meeting of the Directors will be held by conference call on May 29, 2003, at 9:00 a.m.