

Minnesota Volunteer Attorney Program, Inc.
Annual Board Meeting
April 24, 2008
Minutes

The meeting was called to order at 1:15pm by MVAP President Michael Ford.

Present: Michael Ford, Jeremy Lane, Floyd Pnewski (by telephone), Leo Brisbois, Terry Votel, Emily Cooper (MVAP Executive Director)

It was moved, seconded and carried to approve the minutes of the March 20, 2007 annual board meeting with the correction that Leo Brisbois should be added as one of the attendees at the meeting.

It was moved, seconded and carried to approve the filing of the Charitable Organization Annual Report for year ending 6/30/2007.

Emily Cooper announced to the board that she was stepping down as Executive Director and the MSBA was in the process of hiring a new Executive Director to replace her. There was discussion as to whether the board should pre-approve any necessary documents to change the bank signatory from Emily Cooper to the new Executive Director. The board decided that no official motion would be made but approved the new Executive Director researching a new bank for MVAP and all made it clear that they would be available to be convened by telephone to vote when the new Executive Director is hired.

After discussion, it was moved, seconded and carried to allow the Wills for Heroes program to become part of MVAP so that the program can receive in-kind and cash donations that will be deemed charitable gifts by the IRS. The board determined that the Wills for Heroes program fit within the mission statement of MVAP as set forth in the MVAP Articles of Incorporation. The Wills for Heroes program must contribute towards the cost for tax preparation for MVAP and cannot utilize any of the LSAC and LTAB funding received by MVAP but must be self-funded or funded by the MSBA including the time spent by the MVAP Executive Director on the program.

There was discussion about the various projects that MVAP has participated in and/or spearheaded during the 2007-08 fiscal year and has planned for the 2008-09 fiscal year. Those projects included the VAP/Pro Bono Roundtable Summit, the VAP coordinator meetings, a proposed Online Intake and Volunteer Database project as a technology initiative and invoicing for subcontractors.

The board then reviewed the proposed budget for 2008-09 and discussed it. It was moved, seconded and carried to approve the budget as presented. The board also moved, seconded and carried a motion by Jerry Lane to ratify a

\$1000 increase to the Executive Director salary for fiscal year 2006-07. This increase had been agreed to with the MSBA to allow the hiring of the current Executive Director but the increase had not been formally approved by the board at the prior board meeting. A copy of the approved budget is attached as Exhibit A to these minutes.

The board moved, seconded and carried a statement by Michael Ford commending the outgoing Executive Director for her hard work and efforts with respect to MVAP during her tenure as Executive Director.

The meeting was then adjourned.