

**MINNESOTA STATE BAR ASSOCIATION**

Elder Law Section

Communications Committee

Minutes of Meeting – June 21, 2010

**The mission of the Communications Committee is to  
keep the membership of the Elder Law Section  
aware of matters of interest to section members.**

**Members Present:** Marjorie Austin, Peter Hendricks, Suzy Scheller, Andrea Palumbo, Julian Zweber, Amanda Christman, and Laurie Hanson.

1. **Approval of Agenda:** Agenda approved with the addition of item number 7, a discussion of whether or not to have an E-Newsletter logo. Next meeting was moved to agenda number 8. With those changes, the agenda was unanimously approved.
2. **Approval of minutes from last meeting.** The minutes from the last meeting were approved unanimously.
3. **Review of all minutes for the benefit of new members.** Laurie provided a brief overview of the last few meetings.
4. **Report of the Newsletter Editor** – Marjorie Austin. Marjorie says that things are going fine with the exception that there needs to be more submissions for content for the newsletters. That was the basis of much of the discussion for the remainder of the meeting. The following people are doing the reporting for the e-newsletter committee:
  - a. Minnesota cases reporting:  
Andrea Palumbo
  - b. News reporting:  
Joel Smith
  - c. DHS bulletins and Manual Letters  
Amanda Christman
  - d. Link of the week  
Suzy Scheller and Laurie Hanson
  - e. Articles:  
By articles we mean the lead submission for each newsletter. The chair of the Elder Law Section should be writing something each month and the Chair of the Communications Committee/Editor may want to submit something each month. So that the Editor could concentrate on putting the newsletter together each week, we decided that we would find someone to take charge of the content for each month and try to link that with a committee that has responsibility during that month.  
We will start with

- Ø July 2010: Julian Zweber;
- Ø August 2010: Peter Hendricks;
- Ø September 2010: Andrea Pulumbo;
- Ø October 2010: Suzy Scheller;
- Ø November:
- Ø December:
- Ø January:
- Ø February:
- Ø March:
- Ø April:
- Ø May:
- Ø June:

Laurie will be in charge of finding people to take responsibility for content from November through next June. **SUBMISSIONS TO THE NEWSLETTER SHOULD BE TO MARJORIE NO LATER THAN 10:00 P.M. ON SUNDAY.**

5. **New Editor for March 2011 – Feb 2012:** Just a reminder to everyone that this position comes up yearly; if Marjorie Austin wants to continue another year, certainly that would be great although generally one year is enough for this time consuming commitment.
6. **Website Editor:** Kim Dayton is resigning as website editor. Vicki McIntyre indicated that she wanted to take over that role. The committee unanimously voted that Vicki take that position. Janelle Januska continues to be the assistant editor. We are going to remind committee members to get on the website and let us know if they are able to find things easily. We were supposed to have a review of the website before it went live but that did not happen. Members should report to Vicki McIntyre any changes they would like to see or things that they don't like about the website and we will see if what, if anything, she can do about that.
7. **Logo:** Marjorie Austin was given the support of the committee to play with ideas for the logo, and include them in her e-newsletters and see how the readers respond.
8. **Next Meeting:** The next meeting will be some time in December or January depending on whether or not we need one.