

MINNESOTA STATE BAR ASSOCIATION

Elder Law Section

Communications Committee

Meeting Minutes

December 14, 2009

**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: Vicki McIntyre, Kim Dayton, Joel Smith, Ken LaBore, Julian Zweber, Laurie Hanson, Kristine Mullmann and Suzy Scheller, Marjorie Austin, and Laura Orr

By Telephone:

Excused Absences: Peter Hendricks, Amanda Christman

On Monday December 14, 2009, the Communications Committee of the Elder Law Council met from 12:00 to 1:00 at Long, Reher & Hanson, P.A. in St. Louis Park. We discussed the following:

1. **Approval of Agenda:** Agenda Approved Unanimously.
2. **Approval of minutes from last meeting.** Minutes approved unanimously.
3. **Report of the Newsletter Editor** – Suzy Scheller
 - a. **How are things going?** Things are going well. The newsletter needs more content. Suzy is ready to train in a new Newsletter Editor.

Action Item: Members were reminded of the commitment to submit two articles (even if very short) each year to the newsletter.

- b. **New Newsletter Editor:** There was a motion to approve Marjorie Austin to begin serving as the Assistant Editor for the next three months. She will serve as editor beginning March 1, 2010. This motion was unanimously approved. Congratulations Marjorie...and Thank you.
 - i. The discussion prompted the Committee to discuss terms of service to the Committee. It is very time-consuming to serve as editor and people thought that it would be easier to commit to serving if the term was limited. Others who want to serve would know the time line as well. There was a motion that the Newsletter Editor serve for one year, from March 1 – February 28/29 each year and that that person serve as Assistant Editor from December 1 – February 28/29 each year. The time serving as assistant editor is training time. This Motion passed with one member abstaining and one member voting no.

Action Item: *Each fall, the Committee must make determine whether or not the acting Newsletter Editor wants to serve another year and if not, an assistant editor needs to be appointed to take over the responsibility.*

- c. **Peter would like someone to take over the reporting of cases.** Peter actually would be willing to continue, but if someone wants to take over the reporting of cases, he would appreciate it. We will think about setting terms for these other responsibilities as well, since it may allow for more people to get involved. Currently, the following people make weekly contributions:
 - i. Amanda Christman: DHS bulletins and Manual Letters
 - ii. Peter Hendricks: Minnesota cases

iii. Joel Smith and Kristine Mullmann: Elderlaw Issues in the news.

iv. Person in charge of searching out CLE's: currently the Newsletter editor.

Action Item: *Joel, Kristine, and Amanda are willing to continue. In the next few editions of the newsletter, we will ask if anyone wants to assist with Minnesota Cases or CLE's.*

Action Item: *Laurie and Suzy are going to work on "Better Know a Link/Resource" next year to direct people to our website and to provide more content to the newsletter.*

4. **Report of the Website Editor** – Kim Dayton

a. New Website – status –

b. MSBA plans for revisions

c. Photo's on the website

d. Thoughts about other updates or revisions

5. Next Meeting: There will be a meeting in late May or June before the Annual Meeting.