

**DHHBA Board Regular Monthly Meeting**  
**A G E N D A**  
**January 2024**

**Call to Order & Roll Call**

*Present: Zainab, Julie, Alison, R.M., Caitlin, Jessica*

*Zainab called to order at 1:03pm ET on January 17, 2024 and at 1:02 pm ET on January 31, 2024  
Jess taking the minutes (and certifying here with her initials JMK).*

**Communication Rule:**

Just one rule. Please be mindful of communication needs. Not everyone signs and not everyone uses their voice for ASR captions. So we will use the chat to communicate.

**Confirm Agenda Receipt**

**Vote to Approve Past Meeting Minutes**

- Jessica motioned to approve. Zainab seconded the motion. Motion passed by majority vote with R.M. abstaining.

**Record and Confirmation of Votes Conducted by Email Since Last Meeting**

- Jessica motioned to acknowledge the 4 votes that proceeded over email and are listed immediately below. R.M. moved to establish a consent agenda item. R.M. recused themselves from the vote as it related to their appointment as Treasurer. The remaining participants all voted affirmatively. Motions passed.
  - Approve MemberPress annual subscription
  - Sign onto NAD Census letter
  - Appoint R.M. as Treasurer
  - Approve the final settlement agreement with the CLA

**New Motions needed**

- None.

**Old Business:**

- Officially welcoming RM as new Treasurer! (All)
- DHHBACon Planning (Z for Lisa)
  - <https://docs.google.com/document/d/1toTSsiw7SPdWVms135DlyKnIngTvhXVwHSI8KTuyY2Q/edit>
    - Much discussion has been given to the reasonableness of potential registration costs. The group unanimously felt strongly about offering scholarships and reduced-cost registrations for many Members, such as students or legal professionals or new attorneys.
    - Regarding potential presenters, the group considered several suggestions for presentation topics that would be well received by and helpful to Membership.
    - Consensus for conference prices to mirror AMPHL's conference process Members only. Early bird and general admissions process. \$175 members

and \$75 students early bird rates; then at general admissions \$225 and \$175 for students.

- The Board established a subcommittee for conference scholarships, with R.M. acting as the board liaison.
- The Conference Committee is meeting on March 14 to review and discuss proposals. The Committee agrees to review proposals from a diversity lens.
- Caitlin is taking a renewed approach to the sponsorship spreadsheet and asked Directors to update the spreadsheet using red for any “No” reply received.
- Total sponsorships to date committed \$6,600.00.

**New Business:**

- ABA Court Language Standards project (Jess)

All other committee reports are tabled while we focus on DHHBACon.

**Next Meeting Date: TBD (via Doodle, expect the bifurcated format)**

**Adjournment**

Meeting adjourned by Zainab at 1:31pm on January 17, 2024 and at 1:30 on January 31, 2024