LEGAL SERVICES CORPORATION
BOARD OF DIRECTORS

MEETING OF THE
INSTITUTIONAL ADVANCEMENT COMMITTEE
OPEN SESSION

Monday, April 13, 2015
2:42 p.m.

Legal Services Corporation
3333 K Street, N.W.
Third Floor
F. William McCalpin Conference Center
Washington, D.C.  20007

COMMITTEE MEMBERS PRESENT:
John G. Levi, Chairperson
Charles N.W. Keckler
Martha L. Minow
Father Pius Pietrzyk, O.P.
Herbert S. Garten (Non-Director Member)
Thomas Smegal (Non-Director Member)
Frank B. Strickland (Non-Director Member)

OTHER BOARD MEMBERS PRESENT:
Harry J.F. Korrell, III
Laurie Mikva
Julie A. Reiskin
Gloria Valencia-Weber
STAFF AND PUBLIC PRESENT:

James J. Sandman, President

Lynn Jennings, Vice President for Grants Management

Rebecca Fertig Cohen, Special Assistant to the President

Wendy Rhein, Chief Development Officer

Ronald S. Flagg, Vice President for Legal Affairs, General Counsel, and Corporate Secretary

Stefanie Davis, Assistant General Counsel, Office of Legal Affairs

David L. Richardson, Comptroller and Treasurer, Office of Financial and Administrative Services

Carol A. Bergman, Director, Office of Government Relations and Public Affairs

Ashley Matthews, Communications Manager, Office of Government Relations and Public Affairs

Lora M. Rath, Director, Office of Compliance and Enforcement

Robin C. Murphy, National Legal Aid and Defender Association (NLADA)

Terry Brooks, American Bar Association Standing Committee on Legal Aid and Indigent Defendants (SCLAID)

Dominique Martin, Law99.com
OPEN SESSION

1. Approval of agenda 4
2. Approval of minutes of the Committee's Open Session meeting on January 22, 2015 4
3. Update on development activities 4
4. Consider and act on LSC's Minnesota Charitable Organization Annual Form, Resolution 2015-XXX 9
5. Public comment 10
6. Consider and act on other business 11
8. Adjourn Open Session 11

CLOSED SESSION

1. Consider and act on agenda
2. Approval of minutes of the Committee's Closed Session meeting on March 6, 2015
3. Consider and act on prospective donors
4. Consider and act on prospective Leaders Council members
5. Development report
6. Adjourn Closed Session

Motions: Pages 4, 4, 10 and 11
CHAIRMAN LEVI: I'm going to call the Institutional Advancement Committee to order, and ask for a motion to approve the agenda. Is everybody awake?

MOTION

DEAN MINOW: So move.

CHAIRMAN LEVI: Second? Anybody want to give us a second?

FATHER PIUS: Second.

CHAIRMAN LEVI: All in favor?

(A chorus of ayes.)

CHAIRMAN LEVI: And approval of the minutes?

MOTION

DEAN MINOW: So moved.

FATHER PIUS: Second.

CHAIRMAN LEVI: All in favor?

(A chorus of ayes.)

CHAIRMAN LEVI: Now, Wendy, you want to give us an update on development activities?

MS. RHEIN: Sure. In the interest of time,
I've put together a short memo for you that's included in your book dated March 31st that gives you some background information on development activities since the last board meeting.

We've had several smaller gifts that have come in. We've had a gift that came in from a law firm that was an honorarium for Jim speaking at an event.

And we've been doing a lot of work on operations within the development office, working with the Office of Information Technology here to install a new database system so we're able to track donors and track prospects in a different way as well as having some new wealth screening tools available to us, which will be a great help for individual giving, but also for the Leaders Council in providing us more relationship information, and organizational information, and where people serve on boards, and where some synergies might be for the Leaders Council.

Any questions about the development report?

CHAIRMAN LEVI: Well, I think the major -- in the last few months here, since we were in Florida, the foundation world has kept you and us very active.
MS. RHEIN: Yes.

CHAIRMAN LEVI: So you may wish to speak a little bit to that. Jim did mention it.

MS. RHEIN: Sure. Jim spoke of some of the details earlier, and we'll --

CHAIRMAN LEVI: And I think that was in a closed session, and we have to be careful about that.

MS. RHEIN: Yes. We'll cover some of the details also in the closed session.

But at this particular moment, we have five proposals in the works to four different foundations for a variety of amounts and for different projects that Jim talked a little bit about earlier, and we'll talk more in detail in closed session about what those proposals are for and some time frames involved.

FATHER PIUS: Not so much about the past but the future. Another big part of the 40th anniversary events are going to be in California. Do we have a sense -- are there any fundraising events going to be associated with that, or are you ready to talk about any fundraising events associated with that?

MS. RHEIN: We have talked about doing an
event at the Nixon Library at the close in conjunction with our California Board meeting in October. At this point I'm still figuring out costs and potential attendance at that particular event before we commit to anything, and we'll have more information for you at the next IAC phone call.

MS. REISKIN: What specifically are you needing from us as Board members to keep things moving forward?

MS. RHEIN: I think it really depends on the topic and so forth. The Leadership Council in particular, I am working on a strategy as to how we're going to do outreach to those that you have already approved.

My plan is to be able to schedule phone calls with each one of you over the next few weeks to go through that list and see who you might be willing to call personally to make the formal invitation to Leaders Council as we look at who we might be able to reach out to.

We have, right now, 112 people on that list and six more to present to you today, which would be
118. So I think we need to look at where the relationships are currently existing and who are the high priorities to join the Leaders Council in particular.

For those of you that have relationships with foundations, whether it's a family foundation or a larger national foundation, bringing that information is incredibly important. And if you're willing to participate in a meeting or a phone call with one of these foundations, that's a huge help for us.

CHAIRMAN LEVI: Any other questions?

Observations? Jim, anything?

FATHER PIUS: Maybe this is not the right question for it, but you're comfortable that your staffing size and everything is enough for you to be able to do all the tasks that we've assigned to you?

CHAIRMAN LEVI: Well, there is something that's happening on that front.

FATHER PIUS: I don't know if you want to talk about it. Because we've given you a lot to do, a lot of tasks to do, and I just want to make sure that you feel comfortable that you have the staff to be able to
do -- and you feel comfortable giving us the feedback that you have the staff to do what we've asked you to do, which is a lot.

MS. RHEIN: It is a lot. At this particular moment, today, the development office has a staff of one. We will be hiring a new development associate, hopefully in the next coming weeks and months, and we of course will have a full-time summer intern.

It is a lot to do. My primary concern when it comes to staffing is the care and development of the Leaders Council. If we're really going to make this a strong, functional group, that's the area that I am most concerned about, making sure that we have adequate staff to be in communication with them, to cultivate, to make sure that we're using people's time adequately.

CHAIRMAN LEVI: And -- well, we'll discuss this in closed session, I think.

Any other observations there? If not, we do need to apparently annually approve -- is that correct -- Minnesota?

MS. RHEIN: Yes. So as part of our process of registering to be actively fundraising in 37 states and
the District of Columbia, every year we have to reregister and provide a wealth of documentation and signatures and information.

The state of Minnesota requires board approval for LSC to register. So you have a resolution. If anyone is interested in seeing the full 19-page proposal that goes to the state, I'm more than happy to share that, though I don't think you'd necessarily want to, though it's available.

MOTION

FATHER PIUS: I move that we forward it to the Board.

CHAIRMAN LEVI: Second? Second?

MR. KECKLER: Second.

CHAIRMAN LEVI: All in favor?

(A chorus of ayes.)

CHAIRMAN LEVI: Opposed?

(No response.)

CHAIRMAN LEVI: We're on public comment.

Terry, I can't believe that the grantees aren't all upset. Anyway, all right. It's good to know the ABA is happy. The NLADA isn't even here.
MS. MURPHY: Yes, they are.

CHAIRMAN LEVI: Oh, they are here? I'm sorry, Robin. I'm sorry.

Act on other business?

(No response.)

CHAIRMAN LEVI: No business. Can we move to adjourn the open and move to the closed session?

MOTION

DEAN MINOW: So move.

FATHER PIUS: Second.

CHAIRMAN LEVI: And in one fell swoop, we've done that. So now a phone line has to be changed.

(Whereupon, at 2:49 p.m., the Committee was adjourned to Closed Session.)

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