

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

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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

## 1 P R O C E E D I N G S

2 (2:42 p.m.)

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

7 M O T I O N

8 DEAN MINOW: So move.

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

11 FATHER PIUS: Second.

12 CHAIRMAN LEVI: All in favor?

13 (A chorus of ayes.)

14 CHAIRMAN LEVI: And approval of the minutes?

15 M O T I O N

16 DEAN MINOW: So moved.

17 FATHER PIUS: Second.

18 CHAIRMAN LEVI: All in favor?

19 (A chorus of ayes.)

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

22 MS. RHEIN: Sure. In the interest of time,

1 I've put together a short memo for you that's included  
2 in your book dated March 31st that gives you some  
3 background information on development activities since  
4 the last board meeting.

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

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

19 Any questions about the development report?

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

1 MS. RHEIN: Yes.

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

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

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

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

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

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

22 MS. RHEIN: We have talked about doing an

1 event at the Nixon Library at the close in conjunction  
2 with our California Board meeting in October. At this  
3 point I'm still figuring out costs and potential  
4 attendance at that particular event before we commit to  
5 anything, and we'll have more information for you at  
6 the next IAC phone call.

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

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

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

21 We have, right now, 112 people on that list  
22 and six more to present to you today, which would be

1 118. So I think we need to look at where the  
2 relationships are currently existing and who are the  
3 high priorities to join the Leaders Council in  
4 particular.

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

11 CHAIRMAN LEVI: Any other questions?  
12 Observations? Jim, anything?

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

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

19 FATHER PIUS: I don't know if you want to talk  
20 about it. Because we've given you a lot to do, a lot  
21 of tasks to do, and I just want to make sure that you  
22 feel comfortable that you have the staff to be able to



1 do -- and you feel comfortable giving us the feedback  
2 that you have the staff to do what we've asked you to  
3 do, which is a lot.

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

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

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

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

21 MS. RHEIN: Yes. So as part of our process of  
22 registering to be actively fundraising in 37 states and

1 the District of Columbia, every year we have to  
2 reregister and provide a wealth of documentation and  
3 signatures and information.

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

10 M O T I O N

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

13 CHAIRMAN LEVI: Second? Second?

14 MR. KECKLER: Second.

15 CHAIRMAN LEVI: All in favor?

16 (A chorus of ayes.)

17 CHAIRMAN LEVI: Opposed?

18 (No response.)

19 CHAIRMAN LEVI: We're on public comment.

20 Terry, I can't believe that the grantees aren't all  
21 upset. Anyway, all right. It's good to know the ABA  
22 is happy. The NLADA isn't even here.

1 MS. MURPHY: Yes, they are.

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

4 Act on other business?

5 (No response.)

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

8 M O T I O N

9 DEAN MINOW: So move.

10 FATHER PIUS: Second.

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

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

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