

LEGAL SERVICES CORPORATION  
BOARD OF DIRECTORS

TELEPHONIC MEETING OF THE  
INSTITUTIONAL ADVANCEMENT COMMITTEE

OPEN SESSION

Tuesday, May 28, 2013

4:02 p.m.

Legal Services Corporation  
3333 K Street, N.W.  
Washington, D.C. 20007

COMMITTEE MEMBERS PRESENT:

John G. Levi, Chairman  
Charles N.W. Keckler  
Father Pius Pietrzyk, O.P.  
Herbert S. Garten (Non-Director Member)  
Thomas Smegal (Non-Director Member)

BOARD MEMBERS PRESENT:

(None)

## STAFF AND PUBLIC PRESENT IN THE CORPORATION'S OFFICES:

James J. Sandman, President

Rebecca Fertig, Special Assistant to the President

Wendy Rhein, Chief Development Officer

Atitaya Rok, Staff Attorney, Office of Legal Affairs

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

Carl Rauscher, Director of Media Relations, Office of  
Government Relations and Public Affairs

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

2 (4:02 p.m.)

3 CHAIRMAN LEVI: Let's call the meeting to  
4 order. This is the duly noticed meeting of the  
5 Institutional Advancement Committee of the Legal  
6 Services Corporation.

7 Can I have a motion to approve the agenda?

8 M O T I O N

9 MR. KECKLER: So moved.

10 FATHER PIUS: So moved, and seconded.

11 CHAIRMAN LEVI: Any discussion?

12 (No response.)

13 CHAIRMAN LEVI: All in favor?

14 (A chorus of ayes.)

15 CHAIRMAN LEVI: Okay. Wendy, do you want to  
16 lead us on this discussion?

17 MS. RHEIN: Sure. Hello, everyone. We will  
18 be presenting very quickly an overview of several  
19 different policies that will be available for you at  
20 the next call so that you can review them in more  
21 detail.

22 As we're setting up a development program,

1 there are some specific policies and procedures that we  
2 want to have in place so that when we have finished the  
3 state registration process, which is underway, that we  
4 are ready to go, that we'll be able to start soliciting  
5 for both individual as well as foundation gifts. And  
6 as I said, part of that process of setting up the  
7 foundation is establishing some policies and  
8 procedures.

9           As you know, LSC has a gift acceptance  
10 protocol already. One of the things that you'll be  
11 receiving for the next call will be some proposed  
12 additions to that particular policy that would allow  
13 LSC to expand the types of gifts that it would receive,  
14 including instituting a planned gift or an estate  
15 bequest gift option, a gift of securities, art,  
16 property, et cetera. So those will be proposed as  
17 additions to that gift acceptance policy. That we'll  
18 have for you at the next particular meeting.

19           Also, we had a discussion earlier about  
20 confidentiality versus anonymity. We've been doing  
21 some research regarding that here in the office, and  
22 we'll be able to have a recommended policy on that for

1 you as well.

2           Also, there will be a policy on the acceptance  
3 of memorial or honorarium gifts, and a donor bill of  
4 rights. A donor bill of rights is a fairly  
5 straightforward document. There are some templates  
6 that have been developed by the Association for  
7 Fundraising Professionals and other organizations  
8 around the country.

9           That basically is a document that's available  
10 on the organization's website that informs donors of  
11 what they can expect from the organization, things  
12 like, we will not sell your name to other  
13 organizations. We will not provide your gift  
14 information to entities outside of LSC or those that we  
15 are legally required to report to, those kinds of  
16 things.

17           Those are the policies that we'll have  
18 available for you in more detail at the next particular  
19 meeting so that you can respond to specifics about  
20 those at that time.

21           Any questions or concerns?

22           MR. GARTEN: Not here.

1           FATHER PIUS: Well, Wendy, this is all pretty  
2 standard stuff and nothing out of the ordinary.

3           MS. RHEIN: It's very standard. Nothing out  
4 of the ordinary at all. I think that the one position  
5 that we're probably going to delve into more discussion  
6 about is the issue of confidentiality versus anonymity  
7 next week in response to the questions that you all  
8 brought up in April at the board meeting.

9           So I think that that's the one particular  
10 piece we'll probably have more conversation about. The  
11 rest of it is very standard.

12          FATHER PIUS: Because I think the more,  
13 especially big donors, see things that they're used to  
14 seeing in fundraising, I think the more comfortable  
15 they'll probably be, I would suspect.

16          MS. RHEIN: Yes. The bill of rights in  
17 particular, as well as the gift acceptance policy that  
18 includes these larger pools of funds that might include  
19 stock gifts, all of those things, it's standard  
20 language that both Atitaya and I have looked at from  
21 several different organizations and from templates from  
22 the Chronicle of Philanthropy, the Association of

1 Fundraising Professionals, and others.

2           It's boilerplate things we really just need to  
3 have in place that provides some surety to a funder,  
4 whether that be a foundation or an individual, that  
5 you've done your due diligence.

6           CHAIRMAN LEVI: Other questions?

7           (No response.)

8           CHAIRMAN LEVI: So you're going to have things  
9 to show us?

10           MS. RHEIN: We will have things to show you.  
11 There are drafts with Jim that he and I will discuss  
12 more this week, and then we'll have things for you to  
13 review.

14           CHAIRMAN LEVI: Okay. Now, I suppose -- this  
15 is maybe slightly ahead of that piece, but related to  
16 it, are we undertaking the process of becoming  
17 registered in sufficient numbers of states that we can  
18 begin a serious effort?

19           MS. RHEIN: Yes. We're doing these things  
20 concurrently. So the policies and procedures we're  
21 developing are happening concurrently to the state  
22 registrations. We have a signed contract with a vendor



1 that has helped LSC before in state registrations, and  
2 we're looking at 38 different states that we're going  
3 to register in all at one time.

4           The fees were very minimal, so we went ahead  
5 and just made the commitment to do all of them at one  
6 time so that the process is started and we'll be set to  
7 go. So if you have a foundation that may be  
8 headquartered in one city but writes a check from  
9 another state, we want to make sure that we're covered  
10 in all the bases.

11           CHAIRMAN LEVI: Yes. And when is that likely  
12 to be --

13           MS. RHEIN: The process for the applications  
14 could take around four to six weeks, according to our  
15 contract. But then it's an issue of what we find from  
16 there. Some of those are electronic filings; depending  
17 upon the state, you get an answer right away, whether  
18 your exempt or you have to pay \$25 to register. Others  
19 that are paper filings may take a little bit longer to  
20 hear back.

21           CHAIRMAN LEVI: So at this juncture, even as  
22 we get these policies together, the only place that we

1 can actually appropriate seek funds is in the District.

2 Is that correct?

3 MS. RHEIN: Yes. For at least the next four  
4 to six weeks.

5 CHAIRMAN LEVI: Yes. Okay. Any questions?  
6 Any more about this piece of the agenda?

7 (No response.)

8 CHAIRMAN LEVI: Public comment?

9 (No response.)

10 CHAIRMAN LEVI: Is there any other business?

11 (No response.)

12 CHAIRMAN LEVI: Now, are we having a closed  
13 session today?

14 MS. ROK: No. We don't have a closed session  
15 scheduled.

16 CHAIRMAN LEVI: Okay. So I think the only  
17 thing about other business is, I would suggest that the  
18 timing of things -- Wendy, you and I have had this  
19 conversation. So as we move along here, I think we  
20 have to start to think about how to undertake the  
21 creation of a calendar for the 40th year.

22 MS. RHEIN: Yes. And we have an initial

1 calendar. I know you have a meeting coming up that  
2 will impact that calendar, so we have some different  
3 potential ideas in place. And then hopefully by the  
4 next call, we'll be able to have more of a concrete  
5 calendar.

6 CHAIRMAN LEVI: And then the other question  
7 that is related to that is that we also have -- from  
8 Vic Fortuno, at least, I received -- I don't know. Did  
9 everybody get what he dug out of the archives?

10 MS. RHEIN: Yes, they did.

11 MR. SMEGAL: I didn't.

12 CHAIRMAN LEVI: I'm sorry?

13 MR. SMEGAL: This is Tom Smegal. I don't  
14 think I got it, no.

15 CHAIRMAN LEVI: Wendy, you got it from --

16 MS. RHEIN: I did.

17 CHAIRMAN LEVI: -- the 25th. And maybe we  
18 should circulate that.

19 MS. RHEIN: And the 30th.

20 CHAIRMAN LEVI: And the 30th?

21 MS. RHEIN: Yes.

22 CHAIRMAN LEVI: I think that would be helpful

1 to circulate to the Committee.

2 MS. RHEIN: Sure. I'm happy to do that. He  
3 found the program and a CSPAN recording of the -- yes.

4 So we'll have several different things. I can forward  
5 that to everyone.

6 CHAIRMAN LEVI: Yes.

7 MS. RHEIN: Some helpful background.

8 CHAIRMAN LEVI: Okay. Well, any other  
9 questions? Comments? Issues? If you've heard of  
10 people that are just chomping at the bit to give us  
11 many millions of dollars, please let us know that, too.  
12 And public comment?

13 (No response.)

14 CHAIRMAN LEVI: Any other business? Any good  
15 jokes?

16 (Laughter.)

17 CHAIRMAN LEVI: All right. I hope you all had  
18 a good Memorial Day weekend, and I'll entertain a  
19 motion to adjourn.

20 M O T I O N

21 MR. KECKLER: So moved.

22 FATHER PIUS: So moved.

1                   CHAIRMAN LEVI:   Okay.   Thank you very much.

2   And thank you all for calling it.   Appreciate it.

3                   (Whereupon, at 4:11 p.m., the Committee was  
4 adjourned.)

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