

**BOARD MEETING MINUTES**  
**State Bar of Nevada - Construction Law Section**  
**December 8, 2009**

Present at meeting: Paul Matteoni, Caryn Tijisseling, Andrea Pressler, Jori Spangler and Bruce Willoughby.

- I. CLE program (Bruce Willoughby)
  - A. Speakers and content are set; everything but construction defect section.
    - 1. Date TPD; hoping for January.
    - 2. Will be held in North and South.
    - 3. Bruce to call and get available dates from Lori Wolk.
  - B. Seminar Fee
    - 1. Per Lori, should be approximately \$200-250
  
- II. General Membership Meeting
  - A. December 15, noon. Lewis & Roca offices.
  - B. Paul to do agenda & reminder email; Lori to put on website and newsletter
  - C. Elections will be conducted
  
- III. Elections
  - A. To be conducted at December membership meeting
  - B. Paul contacted by several people to fill available position. He will further contact to gauge their interest. He will also send out a reminder to membership.
  
- IV. Preparation of Standing Rules.
  - A. How Board is to move up: Vice Chair to Chair; Treasurer to Vice Chair; Secretary to Treasurer; Treasurer open position.
  - B. Paul will prepare Standing Rules & circulate for approval/execution.
  
- II. Treasurer Report
  - A. Approximately \$5,100.00.
  
- III. Proposed Winter Mixer, February 25, 2009. North & South. Further information TBD.
  
- V. Meetings
  - A. General Membership: December 15, 2009, noon at Lewis & Roca offices.
  - B. Board: January 7, noon
    - 1. Caryn to send bridge number and account number to use.